



## **MUSQUEAM NEWSLETTER**

**Friday March 29, 2018**

**Tel: 604-263-3261, Toll Free: 1-866-282-3261, Fax:  
604-263-4212...Safety Patrol: 604-968-8058**



Please come and celebrate with  
the həŋqəminəm language  
students



and the Musqueam community

*mi le? ʔəltən !*

Potluck Dinner

*təmtem:* Thursday, 5 April 2018

5:00 p.m.

*ni? ʔəncə:* Musqueam Cultural Centre

4000 Musqueam Avenue

Skits, stories, songs, poetry, theatre, laughter ...  
revitalizing the expressive power of the həŋqəminəm  
language

For further information please contact:

Patricia A. Shaw [patricia.a.shaw@ubc.ca](mailto:patricia.a.shaw@ubc.ca) or

**MIB Language & Culture Department: 604-269-3307**

Jill Campbell, Larry Grant, Vanessa Campbell, &  
Grace Point

**MIB-UBC First Nations & Endangered**

**Languages Program**



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**Happy  
Easter!**



### **ST. MICHAEL'S CHURCH**

PLEASE JOIN US FOR  
EASTER MASS ... AT

11:30 A.M. ON SUNDAY  
APRIL 1, 2018.





## **Are you a Business Owner?**

The Musqueam Capital Corporation is in the process of compiling a list of Musqueam member-owned businesses.

From the opportunities created in the real estate sector, from our various assets, or via the relationship agreements that Musqueam has created with Crown Corporations, we regularly share band member-owned business contacts with groups that we work with in the interest of facilitating contractual opportunities.

We will be happy to include your firm in our database of Musqueam member-owned firms.

Please fill out the attached registration form that should include an introduction to your firm, the nature of your business, and a list of key contacts within your company.

For an electronic version contact Sandra Fossella: [sfossella@musqueam.bc.ca](mailto:sfossella@musqueam.bc.ca)

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## **Updated Contact Information**

The Musqueam Capital Corp is currently working on an improved Musqueam band member contact list to provide continuous updates on current and future projects and opportunities.

Relevant information could include, mailing address and email address. If you wish to receive ongoing updates regarding Musqueam's assets or real estate developments please provide your contact information to Caroline Thomas: [mccadmin@musqueam.bc.ca](mailto:mccadmin@musqueam.bc.ca)

For more information you may also view MCC's website: [www.musqueamcapital.ca](http://www.musqueamcapital.ca)



## **Company Registration Form**

**Your Name:** \_\_\_\_\_  
First Last

**Company Name:** \_\_\_\_\_

**Year Established:** \_\_\_\_\_

**Industry Sector:** \_\_\_\_\_  
(Examples: electrical, framework, civil, environmental, painting)

**Affiliation:** \_\_\_\_\_  
(MIB member owned, Band affiliated, Nation affiliated)

### **Contact Information**

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_ Address: \_\_\_\_\_

**Please provide a brief description of your company.**

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**MUSQUEAM INDIAN BAND**

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261

**JOB POSTING**  
**Accounts Payable Clerk**  
**Regular Full-time**

*The Musqueam people have lived in our present location for thousands of years. Our traditional territory once occupied much of what is now Vancouver and surrounding areas. The name Musqueam relates back to the River Grass, the name of the grass is məθkʷəy̓. There is a story that has been passed on from generation to generation that explains how we became known as the xʷməθkʷəy̓əm (Musqueam) - People of the River Grass.*

*Although a metropolitan city has developed in the heart of Musqueam territory, our community maintains strong cultural and traditional beliefs. Today our population flourishes and we are a strong community of over thousand members. To learn more about Musqueam, please visit [www.musqueam.bc.ca](http://www.musqueam.bc.ca)*

Musqueam Indian Band is seeking an **Accounts Payable Clerk**. This position is responsible for accurate and timely processing of vendor invoices, preparing payments to vendors and reconciliation of vendor account statements. This position reports to the Finance & Administration Manager.

**Responsibilities**

- Process vendor invoices in accurate and timely manner as per internal policies & procedures
- Ensure vendor payment terms are met and raise issues to manager for direction
- Ensure appropriate authorizations are in place prior to processing payments; follow up with signing authorities as required
- Process cheque payments
- Release payments to vendors
- Reconcile vendor statements
- Enter invoices into automated accounts payable system
- Prepare adjustments as required
- Match purchase orders to vendor invoices
- Prepare account analysis using Excel spreadsheets
- Maintain A/P sub ledger
- Process electronic fund transfer invoices and cheque requisitions
- Manage corporate credit cards (i.e. maintain log, sign out, collect receipts) and reconcile credit card Visa statements
- Reconcile petty cash
- Maintain vendor information in accounting systems
- Maintain accounts payable files and other related administrative duties
- Assist with preparations of dividend and distribution cheques

- Assist with preparations of audit working papers related to A/P function
- Communicate with internal/external vendors including Chief & Council, as needed
- Process bi-monthly Chief & Council cheques
- Update travel claims and mileage amounts quarterly according to Treasury Board & policy
- Perform other duties as required

#### **Job Knowledge**

- Professional accounting designation with minimum of 5 years of experience in a similar role
- Basic accounting/bookkeeping experience (focus on A/P is preferred), supplemented with some accounting courses
- Minimum of one year accounts payable experience with working knowledge of AccPac/Sage (current versions) is preferred
- Must possess strong communication and interpersonal skills
- Must have extensive experience using Excel and Word
- Able to work to deadlines
- Able to handle multi tasks in a fast paced office
- Have a professional attitude and a willingness to learn
- Ability to work independently and as a member of a team

#### **Working Conditions:**

- Work is performed in an office environment
- Successful Criminal Record Check

Please email cover letter and resume to: [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)  
and write **"Accounts Payable Clerk"** on the subject line

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

Position will remain open until filled.

*\* We thank all those who apply, however, only those short-listed will be contacted.*



## Musqueam Indian Band

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261

### Job Posting Chief Administrative Officer Regular Full-time

*The Musqueam people have lived in our present location for thousands of years. Our traditional territory once occupied much of what is now Vancouver and surrounding areas. The name Musqueam relates back to the River Grass, the name of the grass is məθkʷəy'. There is a story that has been passed on from generation to generation that explains how we became known as the xʷməθkʷəy'əm (Musqueam) - People of the River Grass. Although a metropolitan city has developed in the heart of Musqueam territory, our community maintains strong cultural and traditional beliefs. Today our population flourishes and we are a strong community of over thousand members. To learn more about Musqueam, please visit [www.musqueam.bc.ca](http://www.musqueam.bc.ca).*

Musqueam Indian Band is seeking a **Chief Administrative Officer (CAO)**. As one of two Executive Management positions, the CAO is responsible for driving the long term strategic vision and goals of the Musqueam Chief and Council and for external and intergovernmental affairs. This position works in partnership with Chief and Council and the Chief Operating Officer (COO) to build capacity to support Musqueam's transition to self-government.

### Key Responsibilities

Drives strategic vision and goals

- Partners with Chief and Council and the COO to drive and continually evolve Musqueam's strategic plan.
- Supports and provides advice on implementation of the strategic plan.
- Works with Chief and Council and the COO throughout the year and recommends adjustments as necessary to ensure operational goals are achieved.
- Establishes goals and work plans for intergovernmental affairs.

Acts as a spokesperson and senior negotiator

- Prepares for and leads negotiations on behalf of Chief and Council with final approval provided by Chief and Council.
- Fosters and maintains close liaison and effective working relationships with all participants in negotiations.
- Provides external parties with Musqueam Nation's perspective and opinion on various issues.
- Works closely with Chief and Council and the COO in the coordination and release of public information.

Title and Rights

- Works to develop an understanding of industry stakeholder and other First Nation priorities around Title and Rights.
- Works with Chief and Council on issues related to Title and Rights.

## Intergovernmental and External Relations

- Develops and maintains effective working relationships with external partners and stakeholders including governments, aboriginal organizations, businesses and the media.
- Liaises with stakeholders and different levels of government on key issues affecting Musqueam Nation.
- Communicates on behalf of the Musqueam Nation with other First Nations, organizations, agencies, and federal, provincial or municipal officials or departments.
- Provides updates to Chief and Council regarding status of projects with relevant government agencies, First Nations and key external contacts.

## Internal and Community Relations

- Liaises, and works cooperatively with COO, Management Team, and MCC to ensure Musqueam's goals are achieved.
- Fosters positive relationships with Musqueam Nation members.
- Promotes Musqueam culture and language.

## Oversees Secretariat function for Chief and Council

- Oversees the activities of Chief and Council's support/administrative staff
- Works with staff to set agendas, coordinate meetings, record resolutions, meeting minutes, decisions, regulations, policies and proceedings.

## **Knowledge, Skills, and Abilities**

- Extensive knowledge of Musqueam people, traditions, teachings, culture, protocols and practices.
- Exceptional relationship building and negotiating skills.
- Knowledge of federal, provincial, municipal and Indigenous governments.
- Knowledge of Indigenous title and rights and the legal landscape affecting this area.
- Ability to think strategically and analytically.
- Creative thinker with highly developed problem solving skills.
- Strong verbal and interpersonal communication skills including the ability to communicate effectively with a variety of people including Chief & Council, staff, membership, government officials and media.
- Well-developed writing skills including report writing.
- Ability to manage a variety of overlapping projects.
- Knowledge of financial management practices including the ability to seek funding, prepare proposals, manage budgets, financial reporting, capital funding, contracts and partnerships.
- Technically literate with intermediate level computer skills including MS Office.
- Able to work a varied work schedule including evenings and weekends. Some travel required.

## **Training, Education, and Experience**

- Bachelor's degree in First Nations studies, Law, Public Administration or related field.
- 10-15 years' directly related experience including senior level experience in a First Nation environment.
- Demonstrated success building relationships and negotiating favourable outcomes.
- Experience reporting directly to a Chief and Council or Board of Directors.

## **Working Conditions**

Work takes place primarily in an office environment. Flexibility needed for travel, as well as evening and weekend work.

Please email cover letter and resume to: [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)  
and reference **“Chief Administrative Officer”** in the subject line.

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

Position will remain open until filled.

*\* We thank all those who apply, however, only those short-listed will be contacted.*





## Musqueam Indian Band

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261

### Job Posting Chief Operating Officer Regular Full-time

*The Musqueam people have lived in our present location for thousands of years. Our traditional territory once occupied much of what is now Vancouver and surrounding areas. The name Musqueam relates back to the River Grass, the name of the grass is məθkʷəy'. There is a story that has been passed on from generation to generation that explains how we became known as the xʷməθkʷəy̓əm (Musqueam) - People of the River Grass. Although a metropolitan city has developed in the heart of Musqueam territory, our community maintains strong cultural and traditional beliefs. Today our population flourishes and we are a strong community of over thousand members. To learn more about Musqueam, please visit [www.musqueam.bc.ca](http://www.musqueam.bc.ca).*

Musqueam Indian Band is seeking a **Chief Operating Officer (COO)**. As one of two Executive Management positions, the COO is responsible for the daily operation of the Musqueam public administration in accordance with Musqueam values, constitution, laws, policies and procedures. The COO oversees and directs the programs and services provided to Musqueam citizens as well as overseeing the annual operating budget. The COO implements the direction of Chief and Council by leading and supporting a team of Senior Managers to achieve Musqueam's mission and goals. The COO monitors organizational performance and adjusts course as necessary to achieve goals.

### Key Responsibilities

Implements the direction of Chief and Council

- Supports and works with Chief and Council and the Chief Administrative Officer (CAO) to develop and implement the Musqueam strategic plan.
- Works with Senior Managers to develop departmental work plans in alignment with the strategic plan.
- Works with Chief and Council and the CAO throughout the year and recommends adjustments as necessary to ensure operational goals are achieved.
- Provides guidance and interpretation of policy to Chief and Council in order to facilitate the best decisions on large scale projects.

Oversees the delivery of programs and services

- Ensures effective delivery of programs and services in the areas of: Public Works, Housing, Community Services, Intergovernmental Affairs, Fisheries, Finance and Administration, Human Resources, Facilities, Lands, and Title and Rights.
- Implements policies, decisions and regulations and makes recommendations for the efficient operations of all programs and services.
- Ensures all departments are following internal policies and external legislation.
- Monitors and evaluates departmental performance to ensure goals and objectives are met.
- Advises Chief and Council with regards to solutions for issues facing service delivery initiatives and seeks approval for solutions when necessary.
- Communicates and supports departments with new project initiatives.

- Handles community relations that arise and delegates or passes along to the appropriate staff member or Council member.

#### Provides Leadership to the Management Team and staff

- Manages and provides leadership to the Management Team and staff, keeping apprised of day-to-day activities and overseeing operational work plans; ensures individual, departmental and organizational objectives are achieved.
- Ensures that departments have the capacity to achieve their goals.
- Trains, mentors and coaches the Management Team
- Working with the Management Team, ensures that future needs of Musqueam are identified and managed through succession planning and development of staff.
- Motivates all staff by leading by example.
- Provides ongoing communication about Musqueam's direction and goals. Ensures roles are clearly defined and understood.

#### Overall management of finances, including the operating budget

- Ensures Council is fully informed for financial accountability.
- Ensures Council is provided with relevant and timely financial information and statements as directed by the Financial Administration Laws and interprets financial information upon request.
- Works with Management Team to seek and obtain funding for special projects.
- Leads the Management Team to develop budgets for the Administration.
- Monitors revenues and expenses to ensure targets are met as related to the approved budget.
- Ensures organizational and financial risks are mitigated, seeking assistance when required.

### **Knowledge, Skills, and Abilities**

- Knowledge of Musqueam people, traditions, teachings and culture.
- Exceptional leadership skills and the ability to lead and develop the performance of others.
- Ability to think strategically and analytically.
- Creative thinker with highly developed problem solving skills.
- Knowledge of financial management practices including the ability to seek funding, prepare proposals, manage budgets, financial reporting, capital funding, contracts and partnerships.
- Strong verbal and interpersonal communication skills including the ability to communicate effectively with a variety of people including Chief & Council, staff, membership, and government officials.
- Well-developed writing skills including report writing.
- Able to respond to people compassionately as well as objectively.
- Ability to manage a variety of overlapping projects.
- Technically literate with intermediate level computer skills including MS Office.
- Able to work a varied work schedule including evenings and weekends. Some travel required.

## Training, Education, and Experience

- Bachelor's degree in First Nations studies, Business Management, or Public Administration.
- 10-15 years' directly related experience including management experience in a First Nation service delivery environment.
- Demonstrated success managing large budgets.
- Experience reporting directly to a Chief and Council or Board of Directors.

## Working Conditions

Work takes place primarily in an office environment. Flexibility needed for travel, as well as evening and weekend work.

Please email cover letter and resume to: [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)  
and reference **“Chief Operating Officer”** in the subject line.

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

Position will remain open until filled.

*\* We thank all those who apply, however, only those short-listed will be contacted.*



**MUSQUEAM INDIAN BAND**  
6735 Salish Drive  
Vancouver, BC V6N 4C4  
TELEPHONE: 604 263-3261

## **JOB POSTING**

### ***GIS Technician***

**Summer Term Position – 14 Weeks**  
**Anticipated Start Date – May 7, 2018**

**\*HRSDC-CSJP Funded Position – Applicants must meet funding requires noted below\***

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#### **Position Summary**

The Musqueam Indian Band has built a Geographic Information System Unit under the Intergovernmental Affairs (IGA) Division to integrate information from a number of departments within the Band's administration with a focus on treaty and reconciliation measures, community planning, traditional use studies, and fisheries access. Reporting to the Senior GIS Specialist, the GIS Technician will assist with data creation, data maintenance and production of digital map products.

This position is partially funded by the Human Resource and Skills Development Canada – Canada Summer Jobs Program (HRSDC-CSJP). To meet HRSDC-CSJP funding requirements, the applicant must be between 15 and 30 years of age (at the start of employment), have been registered as a full-time student during the preceding academic year, and intend to return to school on a full-time basis in the next academic year.

#### **Key Responsibilities**

- Assist with data creation, data maintenance, and production of digital map products
- Assist with use and occupancy mapping, natural resource inventory, community planning mapping, and emergency preparedness and infrastructure mapping
- Work with various types of historical information such as archaeology data, ethnographic reports, oral histories, and historical maps
- Mutually agreed upon learning and/or training outcomes
- Other duties as required

#### **Qualifications & Skills**

- Completion of upper division GIS and cartography courses
- Experience and proficiency with GIS software, data, concepts (QGIS/ArcGIS), cartographic design and map production
- Knowledge of GIS, GPS, and database theory (GPS Data Logger)

- Ability to use GIS software to store and manipulate tabular data, generate maps, maintain metadata, and troubleshoot GIS hardware and software.
- Strong understanding of cartographic design and communication principles
- Knowledge of effective data management procedures and standards
- Knowledge of databases and database software
- Knowledge of graphic design principles and software is beneficial
- Experience working in a First Nations community is a strong asset
- An understanding of First Nations issues in BC is preferred, including resource access, social justice, and current First Nations legal issues
- Organized, meticulously detail oriented, and innovative problem solver
- Excellent interpersonal and team participating skills is essential

#### **Working Conditions**

- Work is performed in an office environment and may require one or two days in the field
- Successful Criminal Records Check

Please email cover letter and resume to [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)  
and include **"GIS Technician"** on the subject line.

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

**Please apply by April 6, 2018.**

*\* We thank all those who apply, however, only those short-listed will be contacted.*



## MUSQUEAM INDIAN BAND

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261

### JOB POSTING

## Housing Executive Assistant

*The Musqueam people have lived in our present location for thousands of years. Our traditional territory once occupied much of what is now Vancouver and surrounding areas. The name Musqueam relates back to the River Grass, the name of the grass is məθkʷəy. There is a story that has been passed on from generation to generation that explains how we became known as the xʷməθkʷəyəm (Musqueam) - People of the River Grass.*

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Musqueam Indian Band is seeking a **Housing Executive Assistant**. The Housing Executive Assistant assists in the administration of the Housing Department at the Musqueam Indian Band. Reporting to the Housing Manager, this position administers goods and services contracts required to maintain Band owned Housing and oversees contractors in the absence of the Housing Manager. The Housing Executive Assistant is responsible for ensuring quality products and services are being provided to the Musqueam Indian Band.

### Responsibilities

- Provision of a complete administrative service for the Musqueam Housing Department covering all aspects of office and operational administration.
- Assists in preparation and administration of the Housing Department budget under the supervision of the Housing Business Manager. Ensures that all departmental expenditures comply with the approved budget.
- Responsible for preparation and timely submission of all narrative and financial reports as directed by the Housing Business Manager.
- Prepares meeting agendas, briefing materials, meeting kits, takes minutes and transcribes, makes travel arrangements, prepares correspondence, weekly reports, and notices; performs filing; copying; faxing; room bookings; and other clerical duties.
- Ensures that departmental administrative activities comply with administrative policies.
- Develops and maintains a departmental filing system.
- Coordinates the ordering and maintains the inventory of office, maintenance and other supplies for the Housing Department.
- Prepares and arranges for distribution of community notices as required.
- Develops and maintains effective working relationships with colleagues, subordinate staff, outside governments, agencies, boards, and industry.

- Advises all homeowners and tenants of the Housing policies and applies the enforcement policies in a fair and equitable manner.
- Alerts the HBM of any developing or escalating issues that may impact the Housing Department and or Musqueam Indian Band.
- Identify required Housing renovations, prepare scope of work and cost estimates, prioritize the renovations according to Housing Policy.
- Greets Clients and visitors and directs them to the appropriate contacts or services.
- Answers, screens and forwards telephone calls, takes messages and provides information to clients and visitors as required.
- Monitors Housing maintenance projects and work orders directly and reports their progress to the Housing Business Manager directly. Maintaining and administers insurance Executive for all MIB residences.
- Develops all forms and templates for MIB Housing department.
- Responsible for the application and maintenance of CMHC R.A.P.P. grant/ AANDC funding.
- Ensures contracts are in place for all work done within the scope of the MIB Housing Department.
- Resolves administrative concerns by coordinating preparation of reports, analyzing data, and identifying solutions.
- Assists Housing Manager with Housing partnerships / projects with other Partners such as the current partnerships with BC Hydro and UBC.
- Work with the Equalization Administrative Clerk on expenditures and Equalization Portfolio implementation
- Ensures annual home inspections take place with proper notice and that all contractors have set times to conduct work with homeowners consent, prioritization through Asset Management Data Base. Identifies funding source.
- Ensures all service requests and maintenance requests are processed, executed and closed in a timely manner.
- Alternates with Equalization Portfolio Administration Clerk to prepare notes and documents for Lands, Capital & Housing Standing Committee meetings.
- Be responsible for outgoing and incoming letters and correspondences.
- Be engaged in policy, data system and Executive development for the benefit of the MIB Housing Department.
- Participate in special projects when assigned.
- Maintains positive and effective relationships with homeowners, vendors and contractors.
- Meets with homeowners regarding rent arrears, repayment plans and all related revenue collections when necessary.
- Ensures eviction process is followed correctly, when applicable.
- Provides HBM with supporting by-laws when applicable

**Job Knowledge**

- Successful completion of High School with courses in business/office management and/or construction/building, property management, maintenance trades; or an equivalent combination of skill, knowledge, and experience.
- Training and/or experience in office management, including finance and computer skills.
- Knowledge of housing maintenance methods and materials.
- Knowledge and experience of similar executive delivery in the context of Musqueam or First Nations culture and history.
- Ability to use tact and good judgment in dealing with sensitive and complex issues.
- Ability to maintain confidentiality.
- Ability to drive and provide a licensed vehicle for work purposes.

**Working Conditions**

- Work is performed in an office environment and periodically in the community

**Licenses/Certificates**

- Valid BC Driver's License
- Successful Criminal Record Check
- Access to a vehicle for business purposes.

Please email cover letter and resume to: [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)  
and write **"Housing Executive Assistant"** on the subject line  
**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**  
Position will remain open until filled.

*\* We thank all those who apply, however, only those short-listed will be contacted.*





## **MUSQUEAM INDIAN BAND**

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261  
Fax: 604 263-4212

### **JOB POSTING**

#### **Mentors**

#### **(Employment & Training Program)**

***Employment & Training is undertaking an exciting new project – the Skills Partnership Fund – and is hiring Mentors to support the project activities. These positions will be on-call, working from 5 – 25 hours/week, and may be up to 40 hours per week, depending on program/client activities and demands.***

#### **Position Summary:**

Mentors are vital to the Musqueam Skills Partnership Fund (SPF) project and will serve as advisors, educators, role models and leaders giving back to participants in the Musqueam community, and contributing knowledge and skills through the sharing their professional and personal experiences (e.g. carpentry, piping, electrical, office administration, tourism/hospitality, archaeology, environmental monitoring) with multi-barrier client group. Our mentors are to build strong and stable mentoring relationships through trusting, respectful, honest and genuine relationships. These relationships are created to support the personal and professional growth and development of achieving individuals and assisting them to achieve their career goals. The primary functions of our mentors are to build a strong mentor relationship through listening, guidance, advice, teaching, and professional support.

#### **Duties:**

1. Provide one-on-one mentoring to clients via face-to-face, telephone and email meetings.
2. Meet with the client on a regular basis as per an agreed schedule, to review program progress and plan future activities, including areas for improvement.
3. Assist the client in setting developmental goals and plans to achieve them
4. Discuss work related concerns impeding performance or career growth
5. Share organizational knowledge gained from personal experience
6. Provide objective honest feedback
7. Attend mentor training program to learn mentoring and communication standards.
8. Work with the Mentor Coordinator and the Job Coach to ensure the participants are working on Development Plan activities and goals and what they can expect on the job.

#### **Knowledge and Abilities:**

- Knowledge of the English language with verbal and written skills at a level usually associated with Secondary School completion, and a business program certificate, counseling degree or economic development training; or an equivalent combination of skill, knowledge, and experience.
- Foster Care and Big Brother experience

- Knowledge and understanding of Residential School Syndrome
- Able to demonstrate a clear and solid understanding of a specific topic, subject, or area that can assist the personal and professional growth and development of the project participants.
- Able to work independently, with minimal direction and oversight. Strong organizational skills and punctuality to scheduled meetings with project participants. Proficiency required using Microsoft products, the Internet, and email.
- Superior communication, presentation and interpersonal skills with individuals and groups. Demonstrates a high level of ease and professionalism to work with a diverse group of management-level and executive-level business professionals.
- Previous experience with First Nations organizations preferred.
- Cultural competency and knowledge of the MIB's cultural traditions is preferred
- Knowledge of the local labour market, resource agencies, education and training institutions that may be accessible to project participants
- Ability to maintain confidentiality.
- Ability to drive and provide a licensed vehicle for work purposes.

**Licenses:**

- Valid BC Driver's License
- Successful criminal background check

**Reporting Relationship:** Reports to the Mentor Coordinator

**Please apply by emailing a cover letter and resume to Musqueam Indian Band to [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)**

**Please write "Mentors" on the subject line.**

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

Posting will remain open until filled.

*We thank all applicants for applying; however, only those short-listed will be contacted.*



## Musqueam Indian Band

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261

### Job Posting Policy Analyst/Grant Writer Regular Full-time

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Musqueam Indian Band (Musqueam) is seeking a **Policy Analyst/Grant Writer**. This position will be responsible to conduct research, policy analyses, development of policies and procedures, and evaluation of existing policies to support cross-organizational decision-making in areas aligned with the Musqueam's cultural and business operations. This position also identifies, defines and prepares grant proposals to support existing and planned program activities.

### Key Responsibilities

- Develops and makes recommendations on policy and procedures consistent with the objectives and priorities of Musqueam in collaboration with management
- Conducts policy and procedure analyses and research to support the development and implementation of Musqueam's key initiatives
- Designs and oversees data collection and analysis strategies for complex research and policy analysis projects; analyses, evaluates, and prepares written reports on policy implications from findings
- Provides statistical and analytical information to management, including metrics, reports and analyses for data management, tracking and reporting, cost-benefit analyses, RFP processes, and aggregating data
- Reviews programs, policies and mandates to assess compliance and effectiveness and provides advice and recommendations to senior management
- Reviews, analyses, and prepares summaries, presentations, and graphical representations of proposals and reports
- Assists management in preparing briefing notes, internal/external reports, summaries, discussion papers, factsheets, and other support related material
- Identifies, defines and develops funding sources to support existing and planned program activities
- Develops, designs, and prepares grant proposals as required and analyses and reports on the performance of the funding programs
- Coordinates the development, writing, and submission of grant proposals to various provincial, federal and private sector agencies
- Formulates budgets to ensure that all funding agencies and band program requirements are met
- Performs related duties as required

## Knowledge, Skills, and Abilities

- Bachelor's Degree in public policy and administration, political science or law, and 5+ years of related experience or considerable related experience within a government or First Nations organization
- Expert in conducting research and analyses, interpreting statistical data, and developing recommendations for complex policy issues and program evaluation
- Exemplary oral and written communication skills in presenting clear and concise findings for decision makers and writing a variety of proposals, policy and procedure drafts, reports and other documentation
- Excellent analytical, problem-solving, persuasion, and consensus-building skills with the ability to work under pressure and independently within a team environment
- Extensive project management expertise, including knowledge of governance structures, work plan development, risk mitigation and reporting
- Knowledge of successful grant and application procedures in the preparation of proposals and grant applications
- Exceptional interpersonal skills with the ability to establish and maintain successful and effective relationships with a variety of internal and external contacts
- Excellent time management skills with the ability to manage multiple priorities and handle shifting priorities to produce results within deadlines
- Knowledge of various Aboriginal, Indigenous, and First Nations Acts, and social, economic, political and historical concerns in Indigenous communities
- Cultural competency and sensitivity towards MIBs cultural traditions with the ability to use sound judgment and diplomacy in high stress/conflict situations
- Advanced skills in MS Office software, Adobe Acrobat; STATA, R or similar statistics/data analysis software
- Proven ability to maintain confidentiality

## Working Conditions

- Work is performed in an office environment
- Some evenings and weekends may be required
- Successful Criminal Record Check

Please email cover letter and resume to: [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)  
and reference **"Policy Analyst/Grant Writer"** in the subject line.

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

Please apply by April 15, 2018. Position will remain open until filled.

*\* We thank all those who apply, however, only those short-listed will be contacted.*



## **MUSQUEAM INDIAN BAND**

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261  
Fax: 604 263-4212

### **JOB POSTING**

#### **Secretary to Chief & Council Full Time, Leave of Absence Vacancy**

Musqueam Indian Band is seeking a Secretary to Chief & Council. Reporting to the Office Supervisor, **the Secretary to Chief & Council** (the Secretary) is responsible for providing a full secretarial service to the Band Council. The Secretary records and produces the minutes of Council meetings, General Band Meetings, Shareholders meetings, and other meetings as required. The Secretary ensures that the Band Council is provided with all related documentation required in their meetings by assembling a Council Meeting Kit and is responsible for distribution of their motions and decisions. The Secretary is also responsible for the development and maintenance of a tracking system to provide easy access to Council motions and decisions. The Secretary also coordinates any necessary travel arrangements for Band Council and the assembly of briefing materials and travel itinerary for Council Travel.

#### **Duties:**

- Prepares and ensures appropriate agenda items, information, and Council kits are ready, complete, and available for respective meetings. For weekly Council meetings this is on the Friday prior to the Monday meeting for approval of notes by Band Manager). Ensures the availability of any necessary equipment for the meeting.
- Coordinates the attendance of the appropriate Council members for special or extraordinary meetings. Establishes that a quorum will be present, or advises of meeting cancellation or postponement.
- Maintains up to date database of recipient of meetings and extraordinary meetings.
- Records, transcribes types, distributes, and tracks minutes, motions, and council or General Band decisions. Take minutes at weekly meetings held on a weekday evening and in extraordinary weekend meetings. Records decisions, capable of giving insight into why decisions were made, and ensuring non present Chief and Council are familiar with decisions in meetings.
- Drafts and writes letters and reports when called upon.
- Ensures minutes are accurate and despatch final working draft of the minutes to the following weekly meeting, and 4 weeks after General Band Meetings and extraordinary retreats.
- Finalizes any amendments to the Council minutes, once passed by Council, by making any changes and then creating and completing a meeting folder both hardcopy and electronic that includes the final minutes and all meeting materials both pre and post meeting.
- Ensures that all materials and preparations are made for Council meetings both regular, special, and weekend; and, all preparations for Council Retreats (materials, travel arrangements, meals, refreshments, etc.)
- Assists Council by making necessary Band related travel arrangements.
- Prepares and distributes isolated motions for the Band Manager and program heads for the management meeting and their follow up action.
- Maintain calendar of important dates for the Band. Arrange agenda; coffee/food for meetings.
- Maintain the Chief's calendar/schedule.
- Help organize special events for Chief and Council.
- Ensure all files are confidential, in a safe place, and in order. Responsible for the hard copy and electronic copy of all Council materials and minutes including Council meetings, Special

Community Meetings, General Band Meetings etc.; and all correspondence related to Council business.

- Maintain confidentiality and comply with data protection in respect of databases of recipients of minutes.
- Distributes the finalized minute's weekly, to those Band Members and other distribution lists as may be developed from time to time, and to the Member section of the Band's web site.
- Liaise with Executive Assistant regarding amendments.
- Develops and maintains effective working relationships with Council, Band Manager, colleagues and the Band membership; works closely with the Executive Assistant to the Band Manager.
- Performs related duties for Band community meetings as required.
- Ensures full supplies for all correspondence and minutes to the Chief and Council and executives at all times.
- Other duties as required.

**Job Knowledge and Abilities:**

- Skill and knowledge usually attained by successful completion of High School and courses and post-secondary training and certification in Business Administration, legal secretarial, or journalism and /or advanced Secretarial Courses combined with at 3-5 years in a First Nations or similar administration office in a secretarial role to senior administrative manager or elected Council; or an equivalent combination of skill, knowledge, and experience.
- Ability to take minutes, type minimum 60 wpm, audio typing.
- Expertise software applications and equipment related to the position (Microsoft Office, advanced copy machine operation, digital recording equipment, smart boards, etc.)
- Knowledge of Roberts Rules of Order in order to advise management and Council.
- Excellent communication skills, with the ability to communicate effectively with all levels of the organization, from community members to senior business leaders. This includes a pleasant, professional and assertive communication manner.
- Knowledge and experience of similar program delivery in the context of Musqueam or First Nations culture and history.
- Is self-directed with the ability to meet deadlines, as well as to prioritize under tight deadlines.
- Excellent organizational skills and is detailed oriented.
- Ability to understand and describe complex governance and business issues.
- Ability to use tact and good judgement in dealing with sensitive and complex issues.
- Ability to maintain confidentiality.
- Ability to drive and provide a licensed vehicle for work purposes.

**Working Conditions:**

- Work is performed in an office environment.
- Attendance is mandatory at all Chief & Council weekly evening meetings and off site weekend quarterly retreats
- Valid Driver's License
- Successful Criminal Record Check

Please apply by emailing your cover letter and resume to Musqueam Indian Band, HR at:

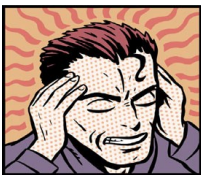
[jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)

Please write « *Secretary to C & C* » on the subject line.

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

***Posting will remain open until filled.***

*\* We thank all applicants; however, only those short-listed applicants will be contacted.*



Answer to last weeks riddle: Dozens

This week: How many chocolate bunnies can you put into an empty Easter basket?

### **ATTENTION: Bus Safety Information**

There is concern that during busy periods people are neglecting school bus safety and passing when the bus lights are flashing.

**Please note that the law states that you cannot pass a school bus when the lights are flashing and the stop sign is out, this applies to vehicles approaching from the front or rear of the bus.**

This rule is to ensure the safety of the children entering and exiting the school bus, therefore please wait until the bus has moved or turned off the flashing lights before moving.

# Happy Easter



### **Spring Break Dates:**

Southlands: March 19-29

Immaculate Conception School: March 19-23, return March 26

Schools will also be closed for Easter weekend, March 30 (Good Friday) and April 2 (Easter Monday)



## **School cheques** **will be released** **March 29th.**

### **Scholarships and Bursaries**

2018 YVR Aspiring Artist Award— The application is now open for the 08 Aspiring Artist Awards. YVR Art Foundation offers Aspiring Artist Awards to BC and Yukon First Nations youth between the ages of 13 and 19 years of age who reside in BC or the Yukon. These are awarded on an annual basis to aspiring artists who create visual art that reflects BC or Yukon First Nations' culture and who wish to explore their artistic potential. Up to 10 awards will be awarded, each award is worth \$500, the deadline to apply is March 29, 2018 at 4:00pm. Application can be found at: <http://yvraf.com/programs/apply-aspiring-artist-award>

If you need any assistance you can contact April (Learning Facilitator)

### **Education Department:**

Faye Mitchell, Education Coordinator,

April Campbell, Learning Facilitator,

Delphine Campbell, Education Assistant,

Cary Campbell, School Bus Driver,

Charlene Campbell-Wood, School Bus Supervisor

Ph. # 604 - 263 - 3261 Fax # 604 - 263- 4212

Toll free: 1-866-282-3261



## Our Upcoming Opportunities

### FIRST AID LEVEL 3

Dates: TBD  
Place: Clubhouse

The WorkSafeBC Occupational First Aid Level Three course designed for remote worksites or employers with large workforces more than 20 minutes from medical aid. Initial certification requires full participation and course attendance plus passing both a written and practical exam.

### ARCHAEOLOGY TRAINING

When: April 9 - 20, 2018  
Where: Community Centre, Classroom 2

If you or anyone you know is interested in becoming an archaeology field technician? Now is your time, come on in to either sign up or learn more information if you enjoy exploring history in a new way.

### YVR OPPORTUNITIES FOR MUSQUEAM MEMBERS

Right now we have a connection and a portal for Musqueam members to apply to any available career opportunities at YVR Airport. If you have any questions please come on in and see Lindsay Gibson or Terry Sparrow Jr.

The website is <http://www.yvr.ca/en/careers/musqueam-opportunities>

If you log in and submit a general application as well as resume please let employment & training as well as Mary Point (Manager Indigenous Relations). Mary's email is [mary\\_point@yvr.ca](mailto:mary_point@yvr.ca)

There are various types of careers available in different places such as trades or office environment.

### DRIVING AID

Are you or anyone you know needing any help achieving their 'N' or full license?

We are able to offer some in car lessons. If you or anyone is interested please come on in and see us. We are here to help you.

### ESSENTIAL SKILLS

Know anyone interested in upgrading or focusing on academic upgrades?

We have a program for that! Our essential skills is here with continuous intake for students wanting to work on any academic upgrading they need or feel need to work on. If they are interested send them to us, our teach Joanne Kern enjoys meeting new people all the time.



### EMPLOYMENT & TRAINING GROUP

Diane Herman - Assistant - 604-269-3461  
Lindsay Gibson - Job Coach - 604-269-3355  
Terence Sparrow - Job Coach - 604-269-3367  
Joanne Kern - Essential Skills/Mentorship Coordinator - 604-269-3311  
Wanona Scott - Program Manager - 604-263-3261



# Musqueam Health Department Newsletter

March 29, 2018

**KUU-US**  
**CRISIS RESPONSE SERVICES**  
**1-800-KUU-US17 | 1-800-588-8717**  
CHILD/YOUTH: 250.723.2040 ADULT/ELDER: 250.723.4050

**CULTURALLY SAFE  
HELP AVAILABLE**

**24 HOURS A DAY  
7 DAYS A WEEK**

**FIRST NATIONS AND  
ABORIGINAL PEOPLES  
HELPING FIRST NATIONS  
AND ABORIGINAL PEOPLES**



## **NEXT Free Income Tax Clinic for Musqueam Community (Current Year ONLY)**

This tax clinic is by appointments, however, you can drop off your current year returns with your date of birth and phone number.

Date: Friday April 13, 2018 Time: 9:00pm-4:00pm \*closed from 12-1pm\*

Location: Musqueam Community Centre (**1st floor board room** before the elevator)

*Please note that this service is provided by a volunteer from Revenue Canada hosted by the Musqueam Health Department. If you have any questions regarding your appointment you may contact Ashlee Point @ 604-263-3261*

If you have old year tax returns to do call: 604-684-8171 address: 333 Terminal Avenue Vancouver, BC, V6A 4C1

# Musqueam Health Department Newsletter

March 29, 2018

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## Community Health Program

*Crystal Point, RN, CHN, and Lyn Thomas, Assistant*

## Diabetes Self-Management Workshops

In partnership with Self-Management BC and the MIB Health Department. **Final Session April 5th**

**Please Note: the Workshop scheduled for March 29<sup>th</sup> has been changed to April 5, 2018 | Dinner @ 4:45pm  
Workshop starting at 5pm for 2.5hrs**

**This workshop will cover topics like:**

- ✚ Techniques to deal with symptoms of diabetes, fatigue, pain, hyper/hypoglycemia, and stress
- ✚ Appropriate exercise for maintaining and improving strength & endurance
- ✚ Healthy Eating
- ✚ Appropriate use of medication
- ✚ Working more effectively with health care providers

If you or someone you know is interested—please register with Merv Kelly (Chronic Disease Management Program) or Crystal Point (Community Health Nurse), @ **604 263 3261**

## Are you pregnant or have you recently had a baby?

The Musqueam Health Department offers some valuable incentives to pre-natal and post-natal Mothers who live on reserve:

- ❖ From the onset of pregnancy until 3 months postpartum we offer weekly \$25.00 Save on Foods Gift cards.
- ❖ Nursing pads, one box per week as needed
- ❖ A one-time gift of an Electric Breast pump. One per family
- ❖ Welcome gift for your new baby
- ❖ *If you are pregnant, please sign up by calling Crystal Point, in the Health Dept.*



**Pre- and Post-Natal Group: Tuesdays noon-2 PM, Youth Centre** Please join us Tuesdays at 12 noon in the Youth Centre for an informal drop-in group (partners welcome!). Lunch is provided.

**Your New Baby and First Nations Health Benefits Coverage:** For information on how to register your baby with First Nations Health please call Ashlee or Candice in the health department.

# Musqueam Health Department Newsletter

March 29, 2018

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## National Native Alcohol & Drug Abuse Program

*Brad Morin*

Brad Morin, NNADAP worker offers one to one counselling, treatment referrals, outpatient resources, information and support in relation to drug and alcohol use.

### **Brad Morin – NNADAP worker**

#### Hours:

Wed- Fri.                      6:00-9:00pm                      - Evenings  
Saturdays - Sunday    10:00am-5:00 pm                      - Weekends

APPOINTMENTS: DROP-IN OR CALL TO MAKE AN APPOINTMENT: 604-269-3454

WEEKLY AA MEETING: There is an AA meeting every Tuesday from 8-9 pm at the 51st Hall

*\*Please note:* Cyndi Bell our NNADAP worker is away until further notice.

## Art Therapy for Children, Youth & Adults

*Janice Carroll*

**I am available for Counselling Adults, on Monday's from 9am-2pm.** The sessions are one hour, once a week, for Musqueam community members.

Counselling for children & youth Tuesday to Friday.

For more information, please call Janice Carroll. My office is located in the Health Department at the community centre.

Ph: 604-269-3453, | Email: [jcarroll@musqueam.bc.ca](mailto:jcarroll@musqueam.bc.ca) .

## Wellness Counselling

*Charlene Hellson*

### **Introducing Charlene Hellson to the Musqueam Health Program.**



Charlene Hellson is a proud grandmother and proud member of the Siksika Nation which is part of the Blackfoot Confederacy. She is honoured to be here as a visitor on the unceded homelands of the Musqueam, Squamish and Tseil'Watuth Nations. Her background is in Indigenous Health, including Mental Health, as well as in the Arts. Charlene is the new Mental Wellness Resource Coordinator at the Aboriginal Wellness Program at Vancouver Coastal Health will be joining the health team at Musqueam Nation where she will be hosting friendship groups. Please join her every Friday morning in the youth room to share tea and snacks and take time to connect. Charlene also has a background in forum theatre and will be hosting forum theatre workshops every Monday afternoon in the yoga room...come see what it's all about.

**Hours:**                      *Monday afternoons 1:00-4:30 in the yoga room*

**Place:**                      *Musqueam Health Department, Community Centre*

**Wellness Counseling & family group healing available to Musqueam Band Members @ Lu'Ma Medical Clinic.**

For more information, & appointments call: Mahara Allbrett at: 604-312-2258.

Sessions held at Lu'Ma Medical Clinic

# Musqueam Health Department Newsletter

March 29, 2018

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## Home & Community Care Program

Home Care Nurse: Romeo Cosio, RN. and Lyn Thomas, Nurse Assistant

*Please note: Romeo is away until March 11, 2018.*

The Home Care Program is available to our community members to assist with hospital discharges, home care aide, and all medical supplies & equipment. Home care services & medical equipment require a note from your doctor with your needs specified. **Home Care Phone: 604-263-6539**

The Arjo Tub Program: Is available at the Elder's Centre between 7-9am Mon.-Fri. You need a doctor's order for the use of the Arjo tub, describing your condition, and how often you are advised to use the tub per week. call Lyn Thomas for an appointment.

### Evelyn's Schedule:

Monday-Friday 8:30-4:30

PH: 604-269-3354

*\*\*Please note, the home care nurse may be on a house call so please leave a message.*

**\*For Emergencies Call 911 right away! \***

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## Safe Drinking Water Monitoring Program

Charlene Campbell-Wood



Health  
Canada

Santé  
Canada

Canada



## Health Canada

### Guidance For Safe Drinking Water In Canada: From Intake To Tap

#### Preface

This guidance document focuses on a multi-barrier approach as the most effective way to ensure Canada's drinking water supplies are clean, safe and reliable. It addresses water quality issues from intake to tap, including treatment, verification of drinking water quality, operation and maintenance of storage and distribution systems, and public awareness. The approach recognizes that while individual barriers may be inadequate in effectively removing or preventing contamination, and therefore in protecting public health, together they provide greater assurance that the water will be safe to drink over the long term. The guidance is designed specifically for the water industry (public and private), including managers and practitioners responsible for ensuring safe drinking water.

For more information on Safe Drinking Water go to [www.hc-sq.ca](http://www.hc-sq.ca).

# Musqueam Health Department Newsletter

March 29, 2018



## MUSQUEAM PRIMARY CARE CLINIC

**x<sup>w</sup>məθk<sup>w</sup>əyəm**

Clinic closures are as follows: Friday, March 30th, Monday, April 2nd and Tuesday, April 3rd, 2018

For emergencies please call 911 or go to your nearest hospital.

**For an appointment call Mackenzie Gomez, Medical Office Assistant, 604.266.0043**

(closed 12:00 – 1:00pm for lunch) **Musqueam Elders Centre, 4010 Si Lu Drive, Vancouver BC V6N 4K7**



**PRIMARY CARE FAMILY PHYSICIAN –Hours: Friday 9:30am – 4:00pm**

**PRIMARY CARE NURSE PRACTITIONERS –Hours: Monday to Thursday 9:30am— 3:30pm**

Welcoming all Musqueam community members including parents / caregivers with infants and children; pregnant women; youth; adults and elders. Come and join our wonderful Musqueam Primary Care clinic and become a regular patient!

Our team meets the highest standards necessary to provide you with safe and confidential health care.

**MEDICAL OFFICE ASSISTANT – Mon-Thurs. 9:30am – 3:30pm, Friday 9:30-4pm**

### Services provided every day are:

- ✚ check-ups (PAP, STI (STD), Baby growth checks) and assessments;
- ✚ diagnosis and prescriptions
- ✚ testing (X-rays, ultrasound and blood work)
- ✚ birth control options
- ✚ chronic disease management (diabetes, hypertension, C.O.P.D and lung disease)
- ✚ Immunizations, childhood vaccines
- ✚ specialist referral

**Naloxone Kits Are available!** For those interested, we have practice kits & can review training. Please contact the Health Department in the Musqueam Band Office or the Musqueam Primary Care Clinic in the Elders Centre at: 604-266-0043.

**Wellness Counseling & family group healing available to  
Musqueam Band Members.**

For more information, & appointments call:

**Mahara Allbrett at: 604-312-2258. Sessions held at Lu'Ma Medical Clinic**









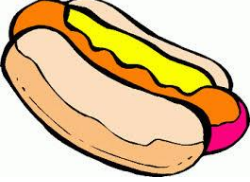


# Musqueam Health Department Newsletter

March 29, 2018

## Youth Centre

Abigail Speck at the Youth Centre, 604-269-3465 Email: [youthcentre@musqueam.bc.ca](mailto:youthcentre@musqueam.bc.ca)

Monday April 2nd	Tuesday April 3rd	Wednesday April 4th	Thursday April 5th	Friday April 6th
Closed for Easter Monday 	BTS 3:30—5:30  Colouring Contest 	Cards Tournament  MYP 	Scattergories  D&A 	 Movie Night 

The Youth Centre will be open from 9:00 am -9:00 pm Monday -Friday

*Opened during professional days @9:00 am*

**Children under 7 years old will be sent home; unless accompanied by a parent or guardian, who is at least 15 years or older**

## Easter Hours

Please note the following Easter weekend hours:

Thursday March 29 <sup>th</sup> , 2018	8:30 am – 9:30 pm
Friday March 30 <sup>th</sup> , 2018	10:00 am – 5:00 pm
Saturday March 31 <sup>st</sup> , 2018	10:00 am – 5:00 pm
Sunday April 1 <sup>st</sup> , 2018	10:00 am – 5:00 pm
Monday April 2 <sup>nd</sup> , 2018	10:00 am – 5:00 pm

We will return to regular gym hours Tuesday April 3<sup>rd</sup>, 2018

Please note that the gym floor will be open and we will have various crafts and treats set up in the Café throughout the weekend.



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## Gymnasium information

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### **Regular Gym hours:**

Monday to Friday 8:30 am – 9:30 pm  
Saturday and Sunday 10:00 am – 5:00 pm

### **Contact Information**

Desk Line: 604.269.3451  
Courtenay Gibson, Recreation Coordinator  
[cgibson@musqueam.bc.ca](mailto:cgibson@musqueam.bc.ca) 604.781.1470  
Robyn Sparrow, Recreation Assistant  
[rsparrow@musqueam.bc.ca](mailto:rsparrow@musqueam.bc.ca)

# SAVE THE DATE

## reconciliation in the justice system: restorative justice and law

Sunday, May 6 7-9pm

Shaughnessy Heights United Church  
1550 West 33rd Ave, Vancouver



**Dr. Val  
Napoleon**



**Tina  
Dion, QC**



**Frank  
Brown**



**Moderator:  
Bill Veenstra**

### Confirmed participants:

- **Dr. Val Napoleon**, Sauteau Nation  
*Research Chair, University of Victoria Law Foundation, Professor of Aboriginal Justice & Governance*
- **Tina Dion, QC**, Cree Heritage  
*Sole practitioner - Tina Dion Law, Chair of Canadian Bar Association BC's Aboriginal Lawyer's Forum*
- **Frank Brown**, Heiltsuk First Nation  
*Community organizer & catalyst for the resurgence of tribal canoe journeys, adjunct faculty at SFU and VIU, lived experience with restorative justice*
- **Bill Veenstra - Moderator**  
*Partner, Jenkins Marzban Logan LLP. Current chair of Canadian Bar Association BC Branch*

Hosted by Shaughnessy Heights United Church  
in partnership with First United Church Roddan Jubilee Lecture Series



Shaughnessy Heights  
United Church



Admission by donation: Proceeds to support First United Church Advocacy Program



# *Join us for the Musqueam Street Signs Announcement*



On behalf of Professor Santa J. Ono, President and Vice-Chancellor, you are invited to celebrate the installation of the new street signs designed in partnership with Musqueam.

The Musqueam street signs were created in partnership with the Musqueam community to give a bilingual experience while travelling on campus roads and acknowledge the linguistic heritage of the UBC's Point Grey campus. They will supplement the English names with names in hə́ŋqəmiṇəm.

Join us for the announcement:

**Wednesday April 4**

**10 a.m. – 11 a.m.**

Robert H. Lee Alumni Centre in the Jack Poole Hall  
6163 University Blvd

RSVP at <http://tiny.cc/Musqueamsigns>

This event is free and open to everyone. Refreshments will be served.

*We acknowledge that the UBC Point Grey campus is situated on the traditional, ancestral, and unceded territory of the hə́ŋqəmiṇəm speaking Musqueam people.*



THE UNIVERSITY OF BRITISH COLUMBIA

Campus + Community Planning

# Call for art submissions by Indigenous artists in Canada

The Indigenous and Northern Affairs Canada (INAC) Indigenous Art Centre invites Indigenous artists to apply to the peer juried Indigenous Art Acquisition Program 2018-2019, as outlined in this call for submissions.

## What is the Indigenous Art Collection?

The Indigenous Art Collection in Gatineau, Quebec is one of the most significant public art collections of contemporary Indigenous art in Canada. Since the early 1960s, the Indigenous Art Centre has been collecting works by living artists to create a unique collection that represents the artistic practices of community-based and urban Indigenous artists throughout Canada.

The Indigenous Art Collection includes a variety of works by established, mid-career, and emerging Indigenous artists, such as:

- basketry
- beadwork
- carving
- drawing
- painting
- print
- textiles
- mixed media
- photography

The Indigenous Art Centre also has more than 40 years of experience in promoting the art of Indigenous artists in Canada and abroad through:

- its art institution lending program
- international projects
- research facilities for national and international scholars and curators

## Eligibility criteria

- artists must be of First Nations, Métis, or Inuit ancestry
- artists must be 18 years of age or older
- artworks must be in excellent condition and available for shipping and purchase
- artworks must be **created after 2012** and preferably be unframed and unmatted
- artworks in all media accepted (for example: new media, customary, print, painting, photography, drawing, sculpture, textile)

## Submission requirements

- a completed [application form](#). (If you don't have access to the electronic application form, please request one at: [aadnc.centredartautochtone-aboriginalartcentre.aandc@canada.ca](mailto:aadnc.centredartautochtone-aboriginalartcentre.aandc@canada.ca) )
- a list of up to five works of art with five digital images total
  - format: JPG format only
  - image size: 17.7 cm X 12.7 cm or 7" x 5"
  - resolution: no more than 100 dpi on CD or by e-mail
- a short artist statement about each work submitted (if applicable)
- an artist biography and curriculum vitae or page 2 of the [application form](#)
- please do not send original artworks with your application

## Deadline

The deadline to submit is **April 30, 2018**. Late or incomplete submissions will not be reviewed.

**Submissions or requests for more information can be sent by mail, telephone, fax, or e-mail to:**

Indigenous Art Centre Acquisition Program, 2018-19

Indigenous Art Centre

Indigenous and Northern Affairs Canada

10 rue Wellington, Room 928

Gatineau QC K1A 0H4

Phone: 819-994-1262

Fax: 819-953-0165

[aadnc.centredartautochtone-aboriginalartcentre.aandc@canada.ca](mailto:aadnc.centredartautochtone-aboriginalartcentre.aandc@canada.ca)

# West Point Grey Community Centre



West Point Grey Community Centre ([westpointgrey.org](http://westpointgrey.org)) welcomes ideas from our Musqueam neighbours for workshops, special events and ongoing programs that you might like to host in West Point Grey Community Centre. Our mission is to promote individual and community development by providing quality leisure services with help from talented people like you!

If you would like to share your knowledge let us know. If you can teach us about dancing, weaving, carving, cooking, myths, or any other ideas you may have please let us know, all ideas are welcome!

Please send us your ideas to:

Erik Price, adults and seniors Recreation Programmer, 604.257.8147 [erik.price@vancouver.ca](mailto:erik.price@vancouver.ca),

Or,

Natalie Vermaas children, youth and special events Recreation Programmer, 604.257.8140 or [natalie.vermaas@vancouver.ca](mailto:natalie.vermaas@vancouver.ca).

