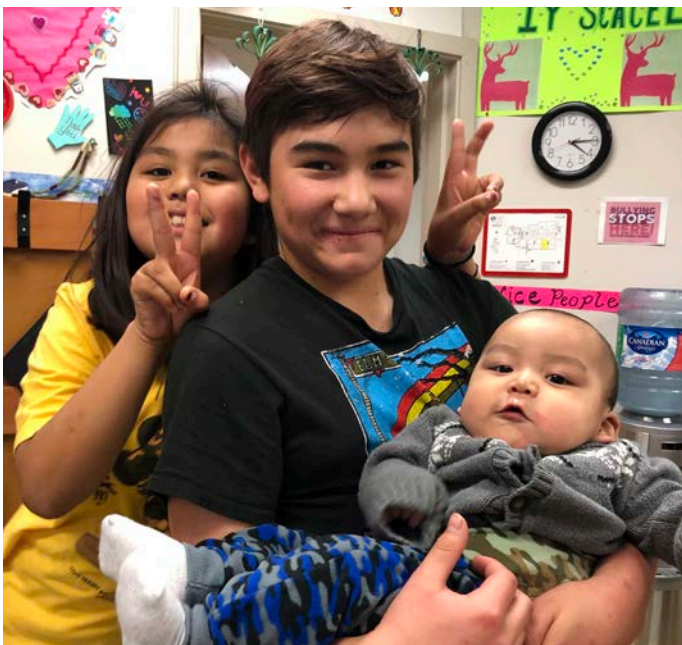


TSAWOUT FIRST NATION

NEWSLETTER

www.tsawout.ca

JUNE 2022



CUSTOM ELECTION LAW INFORMATION SHEET

You may have heard some talk about the Custom Election Law.

Take a look on p. 03 for the information sheet that may help answer some questions about the process.

TLH SUMMER CAMP REGISTRATION IS OPEN

Summer Culture Camp Registration is now open. The registration package can be found on p. 12 or downloaded from Tsawout's website.

We also have many Summer Student jobs available, plus many other employment opportunities at Tsawout. View jobs starting on p. 15.

Inside this Issue:

P/02. HEALTH EVALUATION & PLANNING

P/03. CUSTOM ELECTION LAW INFO SHEET

P/05. ANNUAL GENERAL MEETING

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P/26. SOCIAL DEVELOPMENT NEWS

P/27. GARBAGE, RECYCLING & COMPOST

JOIN THE DISCUSSION

TSAWOUT HEALTH EVALUATION AND PLANNING



WE WANT TO HEAR FROM COMMUNITY MEMBERS

ABOUT THEIR PERSPECTIVES ON WELLNESS, THE CURRENT DELIVERY OF HEALTH SERVICES, AND THEIR VISION FOR THE FUTURE OF WELLNESS IN TSAWOUT.

THIS WILL GUIDE THE WAY FORWARD TO ADDRESS COMMUNITY HEALTH PRIORITIES AND IDENTIFY ACTIVITIES TO IMPROVE HEALTH AND WELLNESS IN THE COMMUNITY.

JOIN US!...

Date/Timeline	Topic	Location
Wed May 11 at 5-7PM	Health and wellness (general)	Multipurpose Room ✓
Wed May 18 at 5-7PM	Community safety	Auditorium ✓
Wed May 25 at 5-7PM	Elder programs and services	Multipurpose Room ✓
Wed June 1 at 5-7PM	Mental wellness and addictions	Auditorium
Wed June 8 at 5-7PM	Youth programs and services	Multipurpose Room
Wed June 15 at 5-7PM	Health and wellness (general)	*Virtual* (Zoom)

PARTICIPANTS WILL RECEIVE AN HONORARIUM.
SUPPER WILL ALSO BE PROVIDED.

VISIT OUR FACEBOOK PAGE FOR MORE DETAILS.

FOR QUESTIONS, PLEASE CONTACT
HEALTHMANAGER@TSAWOUT.ONMICROSOFT.COM OR 250-652-1149



CUSTOM ELECTION LAW INFORMATION SHEET

You may have heard that the community is considering the development of a Custom Election Law. This sheet can help answer some basic questions about this process. You can also find more information at www.tsawout.ca/custom-election-law. If you prefer to contact us regarding your questions or feedback, please phone 250-652-9101 or email communications@tsawout.ca.

What is a Custom Election Law Anyway?

- A Custom Election Law is a set of rules developed by the community that address:
 - How STÁUTW (Tsawout) Chief and Council will be selected in the future
 - What their duties and responsibilities will be, and
 - How they will be accountable to the community
- A way to move from the colonial Indian Act election rules and processes towards ones that align better with the customs, traditions, and values of the STÁUTW people.

What sort of information is included in a Custom Election Law?

- Term in office (Length of time between elections 2yrs, 3yrs, 4yrs)
- Who can be a Chief or Council member, and how many can be on council
- Meeting Rules and Procedures for Chief & Council
- Rules regarding nominations, elections and appeals
- Processes that need to be followed when someone needs to be removed from office
- Any topic that is agreed to and voted on by the community as it relates to Tsawout elections

What is NOT INCLUDED in a Custom Election Law?

- Tax Exemption Status
- Tsawout Membership
- Social Assistance
- Douglas Treaty Rights
- Health Benefits
- Land Claims



Wait, hasn't this been done before?

Yes, Custom Election Laws have been considered by Tsawout in the past in 2006, and 2014. Draft versions of those laws are available for your review upon request.

What's different this time?

Community members have stated the need for more discussion and better communication regarding this process. Now that we are revisiting the idea, we are developing a strong plan for community consultation and engagement including:

- An Advisory Committee representing a broad range of families, ages, and on and off-reserve members.
- Improved tools for communication
- More community meetings and workshops that focus on this topic
- Researching our neighbouring Nations that have already navigated the process with their members and created custom election laws that support the vision of their Nation

We look forward to sharing more with the community about this process in the months ahead, and we encourage each of you to share this information with one another, and please ask questions, and get involved in the process.

HÍSWKE HÁLE

For more information, please see www.tsawout.ca.

UPCOMING AGM 2022

JOIN US FOR TSAWOUT'S ANNUAL GENERAL MEETING

DATE: July 7, 2022
TIME: 10:00 AM - 4:00 PM
LOCATION: TSAWOUT GYM

Information booths for all Tsawout Departments will be displayed and presented along with door prizes, giveaways and meals.

AGENDA ITEMS

- Big House
- STÁUTW Road Revitalization
- Audit 2021
- Governance Policy Manual Announcement



★ RAFFLE ★ DOOR-PRIZES ★ LUNCH & DINNER

WE LOOK FORWARD TO SEEING YOU THERE

IGGY Pelkey's Retirement

Tsawout hosted a retirement lunch for long-standing Head Operator Iggy Pelkey.

When Tsawout took over its own wastewater treatment plant in 2002, Iggy Pelkey was hired as an operator working with Al Pelkey. In the transition from the CRD, ultimately Iggy assumed the job of Head Operator for the past 20 years. Iggy brought in innovations such as a filter press which made our treatment plant very efficient and operating above standards.

As the population of Tsawout grew through the years, Iggy met the challenges of increasing flows and maintenance requirements. The Chief and Council have approved a plan which will now more than double the capacity of the wastewater treatment plant.

Council members John Etzel, Allan Claxton and Donald Williams with Band Manager Christine Bird thank Iggy for his many years of service. Iggy will now enjoy retirement and focus on his canoe building and repairing skills for the community.



STÁUTW ROAD REVITALIZED

For 50 years the main access road through the Tsawout First Nation has been unsafe and deteriorating. It was constructed in 1971, under controversy by Kampers of America without the involvement or consent of the community. It has challenged the Nations members due to its poor quality of construction, deteriorating conditions and by the lack of pedestrian access and safety.

In 2020 the Chief and Council of Tsawout resolved to improve this main “artery” of the community in association with Indigenous Services Canada (ISC) and a rehabilitation plan was finalized.

As of May 27, 2022, **STÁUTW** Road now has a sidewalk, streetlights and a new road surface. New sewer and water pipes were installed below the surface for future growth and expansion of the community.

“We have been waiting so very long to improve the safety for the families of our community on Stautw road” - Chief Harvey Underwood

Technical Summary:

STÁUTW Road is the primary access road for the Tsawout Nation community and provides an important linkage for pedestrians and the regional transit system. The average width of the existing road was less than 6.0 m and had no sidewalk, a gravel shoulder and no streetlighting and poor drainage.

In September 2021 construction began to improve pedestrian access, health, and safety on Stautw Road. The project was reviewed and approved and partially funded by Indigenous Services Canada. The scope of work included:

- Widening the existing road to 6.6 m,
- Adding a sidewalk and street lighting to improve safety and access.
- Headwalls on culvert replacement.
- Installation of 900 m of new drinking water mains
- Storm water facilities including catch basins and new culverts to provide drainage
- 600 m of new sanitary sewer mains to allow for future system expansion.

The project team included Tsawout Staff as well as Cultural Monitors from the Tsawout Nation, Copcan Civil LP as Prime Contractor, and Kerr Wood Leidal Associates as the lead consultant. As construction progressed, the team realized there was some opportunity for further improvements including replacing the old, aging asphalt and adding more pavement markings. The work was substantially completed in April 2022 on budget.

A celebration lunch was held on May 27th.

For further information please contact: Wayne Helgason at 778-678-7101 – Public Works and Special Projects or: Dr. Christine Bird at 250-652-9101.

FIRST YEAR COLLEGE PROGRAMMING



First year College Programming that explores several programs of potential interest.

First-year College Programs include:

- ⇒ Early Learning and Care
- ⇒ Community Family and Child Studies
- ⇒ Mental Health & Addictions
- ⇒ Education Assistance
- ⇒ Indigenous Studies

**!*TUITION
FREE*!**

The courses to be offered as part of this exploratory programming from September 2022 to April 2023 are:

- **ELC 130** – Early Childhood Profession; 3 credits
- **MHA 115** – Therapeutic Relationships; 4 credits
- **CSEA 150** – Teaching and Learning Supports; 3 credits
- **IST 104** – Indigenous Ways of Knowing; 3 credits
- **CFCS 110** – Foundations in Practice; 3 credits
- **ENGL 151** – Academic Writing Strategies; 3 credits
- **IFS 120** – Circle and Elder's Teaching 1; 1 credit
- **IFS 121** – Circle and Elder's Teaching 2; 1 credit

**PART-TIME
&
FULL TIME
AVAILABLE**

For more information, please contact

Kendra Underwood

kendra@saec.ca

(778) 426-7101



ADULT DOGWOOD PROGRAMMING

WSÁNEĆ Upgrading and the Adult Dogwood



Adult Dogwood Programming at the Saanich Adult Education Centre

SAEC learning opportunities—choose the model that suits you best:

- Part-time & full-time programming
- Real-time instruction with your teacher and classmates in-person
- ~or~
- Self-paced (learn online day or night)
- Print-based course materials available

Please consider joining us this year!

Register online at:

<https://wsanecschoolboard.ca/saec/#saec-registrationor>

By phone at (250)652-2214 ext. 5980

Or in-person at the office with Sara Thomas



TOL, FEN TFE SKÁLS ET TFE ÁLENEŊEŁ ŁTE Outdoor learning opportunities on the land!



Daily hot lunch program for students!

Financial Supports

\$40 upon registration to assist with school supplies

\$75 weekly stipend based on progress (direct deposit)

\$50 course completion bonuses

Seasonal school-based challenges with monetary prizes

Technical Supports

SAEC laptops on loan and access to on-site computer lab

Instructors available to support all day

Weekly personal counselling appointments available

Elders Advisory available for support and guidance

LEARNING HOUSE NEWS



The Tsawout Learning House Staff supports your child/ren every week Monday to Thursday from 3:00 pm - 5:00 pm and Friday 2:00 pm - 4:00 pm and on Non-Instructional Days from 9:00 am - 3:00 pm.

VOLUNTEERS NEEDED - There has been a huge transformation with the T.L.H. staff, as we do not have our Extra Supports and Tutors starting from middle of May. We would like to invite you, parents, grandparents, and relations to volunteer with your child/ren to provide the much needed extra support. Our registration numbers have increased with the Tsawout Summer Culture Camp 2022 just around the corner.

The collaboration of Tsawout Language Nest and TLH continues for a few more sessions in a refresher training of MOE THE MOUSE, with Robin McDaniel. Robin McDaniel is a Speech and Language Pathologist with Communication Matters Speech and Language Therapy. Moe the Mouse is a curriculum developed by B.C. Aboriginal Child Care Society, by Anne Gardner and Margaret Chesterman. Our SENĆOŦEN Language Teachers are the major instructors in this work, and this will be implemented with the early learners in Language Nest and the Primary Classroom.

Youth Work Readiness - Monday, May 30th from 4:30 pm - 7:30 pm is the last "Youth Work Readiness Workshop" and this will be a Resume and Cover Letter Session in the Tsawout Computer Lab. Dinner will be provided. This is in preparation for summer employment for students 16 to 30 years old.

Tsawout Education will need many Camp Workers, plus there are other positions to hire energetic and enthusiastic persons who love working with children and youth and would like to be part of the Tsawout team.

KIRK CLARKE - Kirk Clarke, owner of Gold Star Tutors and www.goldstartutors.com specializes in tutoring students of all ages in mathematics and science. The students at Tsawout Learning Intermediate Classroom, grade 3-10, enjoy learning new Math Games such as Chess and Cribbage. There is a positive energy and they are eager to learn new things when he attends on Monday and Tuesday from 3:30 pm - 5:00 pm.



LEARNING HOUSE NEWS

Recent TLH activities have included Equine Assisted Learning at Heart Lake Farm, Friday Movie and Popcorn, visit from Tanya and baby with Roots of Empathy and students just having FUN!



LEARNING HOUSE NEWS - SUMMER CULTURE CAMP

Tsawout Learning House Summer Culture Camp 2022 will be on-site for 7 weeks starting July 4th to August 19th, and we are accepting new registration. T.L.H. Culture Camp is for children 4 to 11 years old. Please register your child/ren as soon as possible. For those students already registered with the After-School Program, please confirm if your child/ren or youth will or will not be participating in Summer Camp.

Tsawout Summer Culture **Youth** Camp 2022 will be on-site for July and August, and we are also accepting registration forms for this. Youth Camp is for youth 12 to 15 years old.

Registrations forms are found in this newsletter or Tsawout's website.

TLH SUMMER CULTURE CAMP REGISTRATION FORMS

[] SPRING BREAK

[] SUMMER CAMP



TSAWOUT EDUCATION SUPPORT SERVICES DEPT.

STÁUTW I, TOTELNEW, ÁUTW - Tsawout Learning House

7728 Tetayut Road, Saanichton, BC V8M 2E4

Phone: 250.652-9101 Fax: 250-652-9114

CAMP REGISTRATION # _____

DATE: _____

STUDENT INFORMATION

School Year 2021-2022

1. Name: _____ Birthdate: _____

School: _____ Grade: _____ Teacher: _____

Medical #: _____ Status #: _____

Life Jacket: YES NO Allergies _____

2. Name: _____ Birthdate: _____

School: _____ Grade: _____ Teacher: _____

Medical #: _____ Status #: _____

Life Jacket: YES NO Allergies _____

3. Name: _____ Birthdate: _____

School: _____ Grade: _____ Teacher: _____

Medical #: _____ Status #: _____

Life Jacket: YES NO Allergies _____

4. Name: _____ Birthdate: _____

School: _____ Grade: _____ Teacher: _____

Medical #: _____ Status #: _____

Life Jacket: YES NO Allergies _____

PLEASE CHECK for Vacation Bible Camp 2022 at Tsawout Assembly of Praise Church August 15th to August 19th
 YES NO PLEASE CHECK SPRING BREAK & SUMMER CAMP IF YOUR CHILD WILL BE ATTENDING.

HOURS: Mon. to Fri. 9:00-3:00pm Pick Up by: _____ Walk home with: _____	Pre-Care: Mon. to Fri. 8:30-9:00am Post-Care: Mon. to Fri. 3:00-4:00pm
NAME & TELEPHONE # OF PERSON WHO: Will be taking your child/ren if walking: _____ Will pick-up your child/ren: _____	
IN CASE OF EMERGENCY, please list two people we can contact who can take responsibility if you are not available. NAME: _____ Phone: _____ NAME: _____ Phone: _____	
PARENT / LEGAL GUARDIAN NAME: _____ Address: _____ Phone: _____ Signature: _____	

THIS REGISTRATION WILL ALSO BE USED FOR 2022-2023 SCHOOL YEAR FOR T.L.H. AFTER-SCHOOL PROGRAM.

TLH SUMMER CULTURE CAMP REGISTRATION FORMS

[] SPRING BREAK [] SUMMER CAMP

STÁUTW I,TOTELNEW,ÁUTW - TSAWOUT LEARNING HOUSE CONSENT AND WAIVER

PARENT CONSENT FOR PHOTOGRAPHS AND INTERNET USE

I give permission for the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" to photograph my child/ren and use the photographs for media purpose.

Parent/Legal Guardian Initial: _____

I give permission for my child/ren to access the internet at the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House".

Parent/Legal Guardian Initial: _____

WAIVER

This area must be signed:

By giving permission for my child/ren to participate in the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" events, workshops and gatherings, Tsawout's Swim Clubs, and fieldtrips, I recognize that in the event that my child/ren become injured, I agree to indemnify and hold Tsawout First Nation, and their staff and volunteers harmless from and against any claim for damages, including any claim based on the alleged negligence of said parties, that arise from an injury, accident, or harm of any kind to the registered child/ren while participating in any of the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" activities, or any other supervised event.

During Swim Clubs any child 7 years of age or younger has to be accompanied by a family member 19 years of age or older and must be within arms length at all times.

Parent/Legal Guardian Initial: _____

AUTHORIZATION TO TREAT A MINOR

This area must be signed:

I, the undersigned parent or legal guardian/s of the participant/s named, do hereby authorize and consent to any medical attention for the child/ren in case all efforts have fails to contact me:

Name of Doctor: _____ Phone: _____

Parent/Legal Guardian Name: _____

Parent/Legal Guardian Signature: _____

Date: _____

TLH SUMMER CULTURE CAMP REGISTRATION FORMS

☐ SPRING BREAK

☐ SUMMER CAMP

STÁUTW I,TOTELNEW,ÁUTW - TSAWOUT LEARNING HOUSE RECREATION PROGRAM AND FIELD TRIP ACTIVITIES

BEHAVIOUR CONTRACT

This Behaviour contract is drawn up by the the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" with the intent of managing a fun and safe learning environment for all children and employees who attend and must be signed by both the child and his/her parent or guardian.

- The contract requires the students to maintain respectful, responsible and cooperative behavior during their attendance at the the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" and when engaging in organized activities and field trips.
- The contract requires the student to be safe and to remain with supervisors and within the facilities during program hours and outings.

The accepted rules and procedures that were developed by the students of the the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" are posted within the classrooms. These rules apply to all students entering the the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House" Program.

Students who participate in a respectful, responsible, cooperative and safe manner and follow the rules set forth for each day, will be recognized and rewarded.

Students who choose to behave disrespectfully and in an unsafe manner will be dismissed for an agreed period of time from the Tsawout STÁUTW I,TOTELNEW,ÁUTW "Learning House".

Name and Signature of Child Attending:

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Name and Signature of Parent/Guardian:

Name: _____ Signature: _____

Date: _____

Stephanie H. Adams
Tsawout STÁUTW I,TOTELNEW,ÁUTW Learning House" Coordinator
sadams@tsawout.ca
250 652-9101 Ext. 332
250 896-8428 work cell

Tanya Henry
Tsawout STÁUTW I,TOTELNEW,ÁUTW Learning House" Coordinator Trainee
tfnlearninghouse@tsawout.ca

TLH SUMMER CULTURE CAMP REGISTRATION FORMS



TSAWOUT FIRST NATION

7728 Tetayut Road, Saanichton, BC V8M 2E4

TSAWOUT I,TOTELNEW,ÁUTW Learning House SUMMER CULTURE CAMP

April 14, 2022

Dear Parents and Guardians,

Please be advised the Tsawout Learning House Summer Camp participants and staff will abide by these rules set forth to help keep the children safe:

1. **NO BULLYING, FIGHTING OR SWEARING**
2. **Be Respectful of yourself, others, and all public property**
3. **Be Cooperative with ALL Staff and Youth Leaders**
4. **ALWAYS Ask your Leader....before leaving your group, ONLY with your Buddy**
5. **Use Road Safety: Walk on side of road/sidewalk, behind your leader**
6. **No eating/No drinking on the Bus**

In accordance with these rules, staffs have established a “Strike System.” If a camper is “Not LISTENING” and must be spoken to, it will equal 1 strike, (up to 3 strikes/day).

3 STRIKES = 1 Day Suspension on the next camp day from T.L.H. Summer Camp

3 more STRIKES (Totals 6 Strikes) = 1 Week suspension from T.L.H. Summer Camp

3 more STRIKES (Totals 9 Strikes) = Dismissal from T.L.H. Summer Camp

Thank you very much for reviewing these expectations with your child/ren and please do not hesitate to contact us if you have any questions or concerns.

Parent acknowledges reading (please sign)

Sincerely,

Stephanie H. Adams
STÁUTW I,TOTELNEW,ÁUTW “Tsawout Learning House” Coordinator

Phone: 250-652-9101 Fax: 250-652-9114 Office hours: Mon.-Fri., 8:30 am - 4:00 pm

TLH SUMMER CULTURE CAMP REGISTRATION FORMS



TSAWOUT FIRST NATION

7728 Tetayut Road, Saanichton, BC V8M 2E4

TSAWOUT LEARNING HOUSE SUMMER CULTURE CAMP

What to bring to camp everyday

In BACKPACK with your Name on it:

1. Daily breakfast, snacks and lunch will be provided to campers and leaders except for PICNIC days, campers bring their own PICNIC Lunch.
2. Hat, Water Bottle with your Name on it, sunscreen
3. Swimming Suit and Towel every Friday's Panorama Swim
4. Medication if required (ie Labeled: Inhaler or allergy medication)
5. Runners preferred over sandals for recreation in Tsawout Gym
6. Emergency change of clothes

✚ **PLEASE, do not send your child/ren with candy, pop, or electronic devices.**

✚ **PLEASE, NO Energy Drinks permitted during camp.**

*Thank You for registering
Tsawout Learning House Summer Culture Camp*

Stephanie H. Adams
STÁUTW I, TÓTELNEW, ÁUTW - Tsawout Learning House Coordinator
sadams@tsawout.ca
250 652-9101 Ext. 332

Phone: 250-652-9101 Fax: 250-652-9114 Office hours: Mon.-Fri., 8:30 am - 4:00 pm

TLH SUMMER CULTURE CAMP REGISTRATION FORMS



TSAWOUT FIRST NATION

7728 Tetayut Road, Saanichton, BC V8M 2E4

TSAWOUT LEARNING HOUSE SUMMER CULTURE CAMP

Head Lice Checks

Notice:

HEAD LICE CHECKS for all participants of Tsawout Learning House Summer Culture Camp

Consent for Tsawout Learning House Coordinator and Tsawout Health Representative to check your child/ren for head lice and request for permission to treat. This will be done 2 times during T.L.H. Summer Camp, after the long weekends:

Tuesday, July 5th and Wednesday, July 6th 2022

Tuesday, August 2nd and Wednesday, August 3rd 2022

Parent/Guardian: NO, ☐ I Do Not give permission for a Head Lice check.
_____(signature)

I/or a member of my family will do it prior to my child/ren starting camp in July and August.

Parent/Guardian: YES, ☐ I give permission for a Head Lice check and treatment on the dates noted. _____(signature)

Parent/Guardian: YES, ☐ I give permission for a Head Lice check and I will do the treatment myself. _____(signature)

Stephanie H. Adams
STAUTW I, TOTELNEW, AUTW - Tsawout Learning House Coordinator
sadams@tsawout.ca
250 652-9101 Ext. 332

Phone: 250-652-9101 Fax: 250-652-9114 Office hours: Mon.-Fri., 8:30 am - 4:00 pm

EMPLOYMENT & TRAINING COORDINATOR



TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

POSITION:	EMPLOYMENT AND TRAINING COORDINATOR
HOURS:	MONDAY TO FRIDAY (35 HOURS/WEEK)
TERM:	FULL-TIME, PERMANENT

POSITION SUMMARY:

This position will be accountable to the Band Manager and will carry responsibility for the operation and management of services that fall under the Employment and Training Services Program of the Tsawout First Nation which includes proposal driven programs through Service Canada (Skills Development) and partnerships with public post-secondary institutions such as Camosun College, Royal Roads and the University of Victoria.

The Manager will also be expected to develop training programs for community members focused on completion of school education, and the preparation for post-secondary education and training and employment.

The position requires operational and planning oversight of all education/employment support services, delivery of strategies and managing the department's finances.

KEY ACCOUNTABILITIES:

Relationship with Community, Leadership and Band Administration

- Provide recommendations to the Band Manager on matters pertaining to education and training needs of the Nation.
- Develop an educational and skills inventory for Tsawout.
- Maintain an employment and training strategic planning document.
- Develop other employment and training opportunities, services and programs as needed by the community.
- Community Engagement: maintains regular lines of communication with the community to keep community members aware of opportunities for training and employment training resources.
- Support young learners in employment, training and education opportunities.
- Ensure that services are responsive to changing needs in the community and provides advocacy for community members.
- Regularly organizes community surveys to remain aware of the community's training. Respond to complaints and resolves conflict, making appropriate referrals to other members of the management when necessary.
- Prepare reports to the Band Manager as required on a regular basis. Maintain awareness of relevant changes related to funding through ISETS, CSETS and provincial programs and services for community members.
- Carry out other duties and maintain professional relationships essential to the position as directed by the Band Manager.

Departmental Organization and Staff Management

- Lead by example, demonstrating fairness in leadership, a respectful attitude, personal integrity, nonviolent communication, and sound role-modeling.
- Ability to resolve conflict between members of a diverse group of workers.
- Ensure that client safety and risk management standards are maintained at all times.

EXTERNAL PARTNERSHIPS AND NEW FUNDING

- Proactively seek new funding sources for employment and training by participating in and encouraging proposal writing. Develops long-term relationships/partnerships with local employers, and relevant stakeholders and resources such as higher institutions of learning and training institutes.
- Participate in bridge-building activities with personnel within the local public and Tribal School system.

We thank all interested applicants, however, only those short-listed will be contacted for an interview.

EMPLOYMENT & TRAINING COORDINATOR CONT.

TSAWOUT FIRST NATION JOB POSTING

Coast Salish Employment and Training Society (CSETS)

- Complete quarterly and annual financial and narrative reports.
- Assist clients with completing Participant Intake Forms (PIFs) and all necessary documents for financial assistance for training for employment.
- Follow-up with clients and keep confidential all PIF forms.
- Maintain regular contact with CSETS staff regarding PIFs and closing files.

Summer Student Funding

- Apply to Service Canada, CSETS and First Nations Education Steering Committee (FNESC) for summer student funding.
- Plan, budget and follow guidelines and criteria according to funder guidelines.
- Create job postings and descriptions for summer student employment opportunities.
- Coordinate screening and interview panel for summer students.
- Coordinate orientation and training to new summer recruits.
- Prepare and submit final reports to all summer student funders.

Committee Representation (as it relates to position/duties)

- a. Aboriginal Services Plan Committee (ASP)
 - Prepare proposal for \$3000 grant.
 - Prepare and submit interim and final reports for ASP.
- b. WILNEW Committee Representative for Tsawout
 - Attend bi-monthly meetings.
 - If elected to the CSETS Board, attend monthly board meetings.

Conflict Resolution and Advocacy

- Advocate and problem solve on behalf of clients, students and community members regarding employment issues, i.e., Employment Insurance (EI), Record of Employment (ROEs), post-secondary funding, assistance in seeking alternate funding sources.
- Advocacy may include, conflict resolution.
- Refer clients, students and community members to appropriate agencies as necessary.

WORK ENVIRONMENT:

- Office at Tsawout First Nation, Saanichton, BC
- Occasional travel to attend meetings or conferences
- Evening and weekend work as required
- Work hours: 70 hours bi-weekly

DEADLINE: TUES., JUNE 7, 2022 (4:00 pm)

Submit cover letter, resume and 3 references to:

Cathy Webster
Tsawout First Nation
7728 Tetayut Rd., Saanichton, BC V8M 2E4
cwebster@tsawout.ca

Pursuant to Section 41 of the BC Human Rights Code,
preference may be given to applicants of Aboriginal Ancestry.

We thank all interested applicants, however, only those short-listed will be contacted for an interview.

SUMMER STUDENT PROGRAM



TSAWOUT FIRST NATION SUMMER STUDENT PROGRAM 2022 (16 POSITIONS)

SUMMER CAMP COORDINATOR & SUPERVISOR (9 WEEKS, STARTING JUNE 20, 2022)

- 1 Camp Coordinator
- 1 Camp Supervisor

ALL OTHER POSITIONS (8 WEEKS, STARTING JUNE 27, 2022)

- 4 Summer Camp Leaders
 - 2 Summer Camp Cooks (1 cook, 1 assistant)
 - 2 Summer Camp Education Assistants
 - 1 Finance Assistant (will work with TFN Finance staff)
 - 1 Summer Camp Youth Worker (see posting on pg. 2)
 - 1 Health Receptionist (see posting on pg. 2)
 - 2 Jr. Fisheries Technicians (see posting on pg. 2)
 - 1 Lands Assistant (see posting on pg. 2)
- ALL applicants must be between 16 to 30 years old and MUST be in school and returning to school in the Fall of 2022. (Please verify with a letter from Administration or Counsellor or a report card of current and 2022 intended registration.)
- All students MUST attend a 4-day paid training and orientation (June 27 – 30). This includes completing new hire forms, Occupational First Aid Level 1, Food Safe Level 1 and Team Building.
- After orientation, the Summer Program runs from July 4 to August 19.
- ALL applicants MUST have a social insurance number, status card and submit a Criminal Record Check at time of scheduled interview. * Valid Class 5 driver's license is an asset.
- Please remember to identify which position you are applying.

DEADLINE FOR APPLICATIONS: FRI., JUNE 10, 2022 (4:00 PM)

Submit cover letter, resume, valid certifications and 2 reference letters to

Cathy Webster (cwebster@tsawout.ca)
Tsawout First Nation
7728 Tetayut Road, Saanichton, BC V8M 2E4

**Preference will be given to applicants of Aboriginal ancestry
as per Section 41 of the BC Human Rights Code (self-identify).**

We thank all those who apply, however, only those shortlisted will be contacted.

SUMMER STUDENT PROGRAM CONT.

LANDS DEPT. SUMMER STUDENT TRAINEE (1 POSITION)

The successful candidate will work with the Tsawout Lands Team and the various items related to the Lands Department. This will include but not be limited to helping with organizing community meetings, department team meetings, data collection, scanning large quantities of documents and other tasks related to the Lands Department. This position will shadow the entire Lands Department.

Qualifications and related experience:

Preference will be given to, but not limited to those applicants who possess the following:

- Current Student status, Secondary or Post-Secondary
- Demonstrated diplomacy and strategic planning skills.
- Previous lands experience or interest an asset.
- Computer experience is necessary.
- Able to work independently and as part of a team.

JUNIOR FISHERIES TECHNICIAN (2 POSITIONS)

Under the direction of the Fisheries Manager, the Junior Technicians will be responsible for carrying out various tasks for the Tsawout Fisheries Department. The Junior Technicians will be responsible for the monitoring, implementation, and reporting of the various projects the Fisheries Department are overseeing.

DUTIES

- Assist Fisheries staff in fish habitat restoration and salmon rebuilding activities in Tsawout territories;
- Work with Fisheries staff during scheduled activities such as conducting fish population surveys, fish spawning, trapping and transfer of fish, fish stocking, sampling fish utilizing netting and electrofishing equipment, analyzing age and growth, data entry;
- Spend a significant amount of time working under strenuous conditions, during all weather conditions;
- Attend departmental and staff meetings and events as required;
- Help with food fish delivery in the community;
- Adhere to departmental policies and procedures, and all other Tsawout policies, bylaws and laws;
- Ensure service quality standards are maintained and consistently delivered in all areas of responsibility;
- Maintain strict confidentiality, present a professional, positive and helpful attitude and promote a safe workplace; ensure that all established safety procedures are followed;
- Carry out other duties essential to the position as directed by the Manager.
- Other duties not limited to fisheries, maintenance and yard and beach clean up.

HEALTH RECEPTIONIST (1 POSITION)

This position will work with the Receptionist and Executive Assistant in the Tsawout Health Department and will be the initial point of contact and is responsible for greeting and directing the public and community members in a polite and professional manner.

DUTIES AND RESPONSIBILITIES

- Collect, redirect and manage information appropriately in order to facilitate communication and services;
- Help coordinate departmental meetings and community events using shared calendar, communication book, assist with set up/take down of meeting rooms, coordinate caterers/catering;
- Maintain contact with community members, service providers in the delivery of administrative services;
- Screen and respond to inquiries, and route inquiries to appropriate staff and/or other resources;
- Book fleet vehicles, and to complete pre and post usage inspections;
- Gather newsletter articles for approval by the Health Manager;
- Collect, date stamp, record and distribute mail; process incoming and outgoing courier packages;
- Photocopy, fax, and track outgoing documents, reports and/or proposals;
- Help maintain contact lists (telephone, email, mailing address);
- Assist in the preparation and distribution of meeting packages;
- Monitor the inventory office supplies and equipment, and prepare purchase orders;
- Exercise high degree of tact and diplomacy with TFN Membership and all Nation contacts;
- Maintain strict confidentiality, sound judgment and discretion when dealing with sensitive issues;
- Present a professional, positive and helpful attitude at all times;
- Promote a safe work place; ensure that all established safety procedures are followed;
- Carry out other duties essential to the position as required.

YOUTH WORKER (1 POSITION)

This purpose of this position is to acquire on-the-job-training and work experience as a Youth Worker for the Education Department. This position will help support the Youth Program Coordinator in the implementation of the Tsawout Youth Strategic Plan (including programming and policy) in a manner consistent with the mission, mandate and goals of Tsawout First Nation.

We thank all those who apply, however, only those shortlisted will be contacted.

YOUTH COORDINATOR



TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

POSITION:	YOUTH COORDINATOR
HOURS:	FULL-TIME, PERMANENT (MON. TO FRI.)
REPORTS TO:	EDUCATION MANAGER

POSITION SUMMARY:

This position is responsible for the overall development and implementation of the Tsawout Youth Program (including programming and policy) in a manner consistent with the mission, mandate and goals of Tsawout First Nation. It is also responsible for securing funding through proposal writing and the development of fundraising plans, and building and maintaining relationships with community stakeholders, partners, sponsors, funders and volunteers.

DUTIES AND RESPONSIBILITIES:

The Youth Coordinator will:

- Act as a resource to the Education Manager so that policy decisions are made on an informed basis;
- Organize and facilitate youth engagement and related youth groups/workshops;
- Gather, interpret and articulate information to Education Manager about community trends and resources as they relate to enhancing the capacity for effective communication (including youth engagement), decision-making and long-term planning related to youth;
- Develop, implement and evaluate programs and services for youth consistent with community needs;
- Keep the Education Manager informed (on a timely basis) of significant issues affecting the development and delivery of programs and services;
- Develop budget, and present to Education Manager for review, revisions as needed and approval;
- Monitor and oversee financial management of youth development programming;
- Provide a monthly report, including time sheets, updates on proposals;
- Establish relationships with funding sources and prepare funding proposals;
- Develop and maintain appropriate job descriptions for all youth serving recreation staff and volunteers;
- Recruit, select, orient, train, supervise and evaluate program staff and volunteers;
- Monitor community needs on an ongoing basis, be aware of changing context within which programs and services are provided;
- Regularly obtain statistical & qualitative feedback about program and service delivery;
- Establish, maintain and advance community relations (especially youth engagement);
- Initiate and develop relationships with a broad range of community organizations;
- Undertake activities within the Community that enhance the visibility of programs and youth success and achievement;
- Assess opportunities and facilitate inter-departmental collaboration as well as inter-organizational collaboration to ensure effective and efficient youth programming and policy development; and
- Perform other duties and have flexible work schedule as deemed necessary by the Education Manager to ensure the safe and effective operation of the program/strategy.

QUALIFICATIONS:

- A degree or diploma in a related field (Education, Recreation, Child/Youth Worker, Community Development, etc) or equivalent combination of post-secondary education and experience in an applied Human/Social Service field. Preference may be given to candidates with a degree.
- Minimum 4 years experience in strong supervision (including volunteers), facilitation, youth intervention strategies, and program planning skills relating to youth. Preference may be given to candidates with experience working with First Nations youth.
- Standard First Aid, CPR & AED Certification (or must be able to successfully obtain/maintain this certification upon hire).
- Knowledge of First Nation community values and dynamics.
- Ability and flexibility to work a variety of shift schedules and alternate work locations as required-including performing other duties as requested by the supervisor.

We thank all interested applicants, however, only those short-listed will be contacted for an interview.

YOUTH COORDINATOR CONT.

ADDITIONAL INFORMATION:

- Must be able to work independently and in cooperation with others.
- Demonstrated ability to facilitate youth groups and youth engagement, especially youth who are facing challenges in addictions, mental health and/or justice arena.
- Must develop a good working knowledge of community resources within the Tsawout First Nation and surrounding area, particularly youth specific resources.
- Must possess and maintain a Valid BC driver's license, clear driver's abstract (provided annually), and access to a vehicle. Class 4 or willingness to obtain a Class 4 is considered an asset.
- Must demonstrate experience establishing rapport and working effectively with First Nation youth, and youth who may be overcoming substance misuse/abuse issues. Demonstrated broad based knowledge of the family and social issues that First Nation youth face today, including the intergenerational impacts of the residential school system on First Nations families and communities.
- Demonstrated strong written and oral communications skills – including the ability to prioritize and complete multiple tasks, maintain accurate files, and prepare reports, briefings, etc. Must also possess strong knowledge of Microsoft Office suite.
- Respect and assure youth of confidentiality in the community and with other service professionals.
- Demonstrated experience being a respected role model or mentor to First Nations youth.
- Must successfully undergo an enhanced criminal record check upon hire and periodically from time to time as requested by the Tsawout First Nation.

DEADLINE: TUES., JUNE 7, 2022 (4:00 pm)

Submit cover letter, resume and 3 references to:

Cathy Webster
Tsawout First Nation
7728 Tetayut Rd., Saanichton, BC V8M 2E4
cwebster@tsawout.ca

Pursuant to Section 41 of the BC Human Rights Code,
preference may be given to applicants of Aboriginal Ancestry.

We thank all interested applicants, however, only those short-listed will be contacted for an interview.

YOUTH WORKER



TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

POSITION:	YOUTH WORKER
HOURS:	PART-TIME, PERMANENT (MON. TO FRI.)
REPORTS TO:	YOUTH COORDINATOR & EDUCATION MANAGER

JOB SUMMARY:

The Tsawout First Nation is seeking a part-time Tsawout Youth to acquire on-the-job-training and work experience as a Youth Worker for the Education Department. This position is responsible for supporting the Youth Coordinator in the implementation of the Tsawout Youth Strategic Plan (including programming and policy) in a manner consistent with the mission, mandate and goals of Tsawout First Nation.

DUTIES AND RESPONSIBILITIES:

This position will support the Youth Coordinator in the following ways:

- Assist in managing groups of youth (12+), supervise youth safety, and monitor youth interactions.
- Help create, organize and facilitate sports and recreational activities.
- Assist to develop, organize and facilitate youth workshops focussing on aspects of healthy living, culture, life skills, self-esteem, and alcohol and drug awareness.
- Help to create detailed monthly calendars and circulate in the community newsletter and social media platforms.
- Support the development of a youth council for Tsawout First Nation.
- Work with the Youth Coordinator to liaise with outside agencies and the community on programs relating to Tsawout First Nation youth.
- Assist in the development, implementation, and delivery of Tsawout Community events.
- Assist in the development, implementation of training opportunities for youth.
- Promote and enhance youth participation in conference and training.
- Maintain professional boundaries and professional working relationships at all times.

QUALIFICATIONS:

- A First Nation youth, 16-30 years of age with an interest in working with youth of all ages.
- Experience supervising youth, public speaking and program planning skills relating to youth.
- Standard First Aid, CPR & AED Certification (or must be able to successfully obtain/maintain these certifications upon hire).
- Knowledge of First Nations culture, practices and traditions.
- Good knowledge and understanding of local community resources.
- Submit to Criminal Record Check.
- Valid BC Drivers license is an asset but not required.
- Ability and flexibility to work a variety of shift schedules, including evening and weekends, as dictated by the Youth Coordinator and alternate work location as required-including performing other duties as requested by the Supervisor.

DEADLINE: TUES., JUNE 7, 2022 (4:00 pm)

Submit cover letter, resume and 3 references to:

Cathy Webster
Tsawout First Nation
7728 Tetayut Rd., Saanichton, BC V8M 2E4
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HEAD START ASSISTANT



TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

POSITION: HEAD START ASSISTANT
HOURS: MON. - FRI. (35 HOURS/WEEK)
TERM: FULL-TIME, PERMANENT

HEAD START VISION

We recognize that children are our most valuable resource. We provide a program rich in family and community-based events that focus on our traditional language and culture, literacy, health, nutrition, social skills and fun.

POSITION SUMMARY

The Head Start Assistant will support the program delivery for infants, children and families including coordinating with the Learning house and Language Nest programs.

CONFIDENTIALITY:

Upon signing this agreement and/or commencing work, the Head Start Assistant agrees not to disclose any sensitive or confidential information to which its staff and representatives are exposed regarding the Tsawout First Nation, its partners, staff, contractors and volunteers to any person or organization that is not entitled to have such information.

DUTIES:

The Head Start Assistant will help promote, assist and support in the preparation and delivery of programs and services related to the Tsawout First Nation Head Start Program. Supervision and oversight is provided by the Head Start Coordinator and Education Manager.

- Moms Milk Program
- COHI
- Gals Group
- Parenting Workshops
- Home Visits
- Play Groups
- Transportation to/from various activities.
- Cross Department Support
- Criminal Record Check
- Complete a monthly workplan with the Education Manager and Head Start Coordinator.
- Other

EXPENSES AND INVOICES

Cell phone allowance, vehicle insurance, parking/mileage and any other allowable program related expenses will be paid/reimbursed as per Tsawout First Nation policy. However, Tsawout First Nation will not be responsible for parking or driving related fines or infractions during the term of this agreement.

DEADLINE: TUES., JUNE 7, 2022 (4:00 pm)

Submit cover letter, resume and 3 references to:

Cathy Webster
Tsawout First Nation
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Pursuant to Section 41 of the BC Human Rights Code,
preference may be given to applicants of Aboriginal Ancestry.

We thank all interested applicants, however, only those short-listed will be contacted for an interview.

NOTICE TO ALL CLIENTS ON INCOME ASSISTANCE

Please ensure that declarations and all supporting documents are in by the 15th of every month. All declarations require applicant signature and, if applicable, it **must** include spouse signature, job search form, hydro and phone bill (if eligible), most recent paystubs and bank statements, if required.

**** NO DECLARATION (paystubs, job search) = NO CHEQUE ****

Cheque issue is the last Wednesday of every month. Cheques are available for pick up between 9 am to noon and 1 pm to 4 pm. No calls are taken on cheque day and no one can pick up someone else's S/A cheque unless that person is seriously ill, has mobility barriers or other extenuating circumstances.

Clients who submit their documents AFTER the deadline date can pick up their cheque on the following Friday.

Clients who need to update their file or apply for S/A need to book an appointment between Tues. to Thurs.

NOTICE TO ALL EMPLOYABLE CLIENTS

It is **MANDATORY** that all employable people seek employment. According to Social Development Policy 2.2: Termination of Benefits – Refusal or abandonment of employment opportunities, refusal to participate in an appropriate training or education opportunity or rehabilitation program will result in Social Development closing your file.

Failure to show any effort in seeking employment or education opportunities such as job searching, employment workshops or upgrading - will result with your SA file being closed. Whenever a decision is made to terminate client benefits, the client has a right to appeal the decision to Aboriginal Affairs and Northern Development Canada by picking up an administrative review form from Social Development. Thank you.

Tsawout Social Development (SD) – Income Assistance Application Process

STEP 1 – OBTAIN APPLICATION FROM TSAWOUT RECEPTION TO MAKE AN APPOINTMENT.

NO APPOINTMENTS WILL BE MADE A WEEK PRIOR TO OR DURING THE WEEK OF CHEQUE ISSUE.

- Complete Social Assistance Application Package
- Identification – Adults – 2 each (1 must be a photo)
- Identification – Children - 1 each
- Verification of Income – 60 day bank statements, pay stubs, 2 most recent pay stubs, EI Income and Spousal Support
- Utility Bills – BC Hydro, phone bill, gas or oil bill
- Tenancy Agreement – Tsawout Social Housing, CMHC documents or mortgage documents
- Privately Owned Homes – proof of ownership documentation
- Tax Forms – Canada Child Benefit, Notice of Assessment
- Other Supporting Documents

STEP 2 – INTAKE APPOINTMENT

- Bring all supporting documents to your appointment
- If you have a spouse, he/she needs to be present to sign all documentation
- Employable clients are required to discuss a plan to obtain employment or have an education plan to attain further skills that will help you gain employment.
- If you are unable to seek employment, the worker will need a medical note that will temporarily excuse you from seeking employment or until you are eligible to apply for PPMB (Person with Persistent Multiple Barriers) or PWD (Person with Disability) designation.

STEP 3 – PROCESSING









- Allow up to 5-7 business days for application approval.
- Worker will notify you of your eligibility for Income Assistance.
- We understand that you are in need of help and your matters are important to us. We are doing due diligence to ensure that the process is completed in a timely manner. We appreciate your patience.

STEP 4 – YOU HAVE BEEN CONTACTED TO INFORM YOU OF YOUR ELIBILITY STATUS

- **Approved Applicants** – Will now have the responsibility to assure that all documentation (Declaration, utility bills, pay stubs, job search or any other required documents) is submitted by the 15th of each month to ensure they receive their entitlement on time. ALL clients have a responsibility.
- **Ineligible Applicants** – Varies on the situation.
- Will have an opportunity to gather missing or additional supporting documents.
- If you are eligible for EI or in receipt of EI, you will not be eligible for Income Assistance.
- You have earned income that is more than what you are eligible to receive, then you have to wait 30 days to reapply.
- If applicant does not agree with the decision, the applicant can appeal the decision – Inquire about this process with the Social Development Worker.

**** Thank you for reviewing this information. It helps the review and assessment process. Social Development can be contacted at 250-652-9101 (ext. 306).**

JUNE - GARBAGE, COMPOST & RECYCLING

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
		 				
12	13	14	15	16	17	18
						
19	20	21	22	23	24	25
		 				
26	27	28	29	30		
						

Garbage pick-up (once/week) If your garbage is missed or not picked up, call BFI directly at 250-652-4414.

Compost (Bi-weekly) If your compost is missed or not picked up, call Refuse at 250-381-6007. If called the same day or early the next day, it is possible to have it picked up the same week if they are in the area and they will ask you to have it at the end of the driveway by 7 am on whichever date they advise. If not, it will have to wait until the next regular pick-up date.

Recycle (Bi-weekly) If your recycle is missed or not picked up, call Emterra at 250-385-4399. Call by 11:00 am the next day and they can probably do a pick-up. If any later, it would have to wait until the next pick-up date.

Reminder that the Heavy Garbage Program has ended. Please do not leave heavy garbage on the side of the road. We continue to clean up the dumpsite on Longhouse Road from the previous years programs. Please discard your heavy garbage at local metal recycle or Hartland landfill.