



Wei Wai Kum

Wei Wai Kum Job Opening

Lik^wala Language Educator and Program Coordinator

As Lik^wala Language Educator and Coordinator you play a key role in the revitalization and promotion of Lik^wala and Bak^wəmkála throughout Liḡ^wiḡdaḡ territory. In this position you are responsible for developing and delivering language programming for learners of all ages, coordinating project implementation and funding deliverables, while working closely with our language and knowledge keepers, our children, and community members. You will work in collaboration with the Liḡ^wiḡdaḡ communities to promote and support the use of the language in our homes, educational centers, community events, and institutions.

Type: Full-time, on site, Permanent position

Wage Range: \$30.00 – \$37.00 an hour

Hours: 8:30am-4:30pm, Monday-Friday, with occasional evening work as required.

Location: Wei Wai Kum Administration Office in Campbell River.

Reports to: Executive Director

What You'll Be Doing

Reporting to and working closely with the Executive Director, the Language Educator and Program Coordinator will support the implementation of the Liḡ^wiḡdaḡ 5-Year Language Plan, including collaboration with other communities.

Language Education

- Support the development and implementation of language programs
- Deliver language education programs, (additional compensation, honoraria for language instruction is available).

Project Coordination

- Ensure that timelines and deliverables associated with the FPCC's Funding Agreement are met.
- Create a detailed implementation plan that outlines timelines, key deliverables, and required support to ensure that the various Language Revitalization efforts are coordinated.
- Work with Director of Community Services to identify any gaps, overlaps or challenges with the approved project and existing programs, services and plans.



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Collaboration

- Work within the organization to support and advance work related to language revitalization such as the development an Immersion Camp.
- Work with external advisors and consultants as required.
- Work with partners, such as SD72, Liḡ'itdaḡ' communities, and North Island College to advance language revitalization.

Project Implementation

- Implement projects within the FPCC Approved Grant including:
 - Develop a Language Revitalization Plan
 - Develop a Language Nest at our Kwanwatsi Preschool
 - Support the growth and success of the School District 72-Liḡ'itdaḡ' Lik'wala Language Program at Ripple Rock Elementary
 - Support the ongoing success of the Mentor-Apprentice Program including development of policy associated with payment.
 - Support the ongoing success and growth of the community language classes
 - Support the ongoing digitization of language materials to make them widely accessible to teachers and community
 - Develop a Lik'wala story book as a resource for early language learners
 - Five-day immersion camp for children 10-15 years
- Develop and implement a Liḡ'itdaḡ' 5-Year Plan Language Revitalization Plan.

Leadership and Human Resources

- Represent the Wei Wai Kum organizational values of Compassion, Empowerment, Helpfulness, Integrity, Open-Mindedness, Professionalism and Transparency in your work with Council, Staff, Community and external stakeholders.
- Committed to on-going learning about Wei Wai Kum Culture and Traditions and the implementation of Wei Wai Kum values into the organization.

Financial Management

- Review the First People's Cultural Council funding application, funding guidelines and budgets to ensure funding is spent in accordance with the terms of the agreement.
- Support the Executive Director in the development of an annual budget for Language Revitalization.
- Review Financial Statements as required to assess budgets vs. actuals for the FPCC Funding.
- Comply with Wei Wai Kum First Nation Finance Policies and Laws.
- Review potential for additional grants, external funding opportunities, where the grants and/or funding support an approved strategy or workplan and where capacity is available to support grant writing and project implementation.
- Complete interim and final reporting for FPCC Funding or other Culture and Language grants with support from the Finance Department.



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Planning and Implementation

- Translate the FPCC Funding Agreement and Application into an annual workplan for the position. Review any gaps and identify potential additional funding sources to advance Language Revitalization.
- Share the annual workplan with key stakeholders who may be impacted or who are partners in the work.
- Anticipate challenges and work collaboratively to overcome obstacles as it relates to the annual workplan and implementation.
- Assess on an on-going basis the workplan implementation and escalate where adjustments need to be made or deliverables may not be met.
- Support development of a plan to align with requirements of the Four Pillars Society

What You Bring

Education and Skills

- Diploma or degree in Indigenous Education, Linguistics, First Nations Studies, or a related field is considered an asset.
- Proficient teaching ability in Lik^wala and/or Bak^wəmkála languages is highly desirable.
- Experience developing language curricula and educational materials.
- Proven experience in project coordination, including planning, implementation, and reporting.

Abilities

- Proven ability to develop detailed project plans, manage timelines, meet funding deliverables, and coordinate multiple stakeholders
- Strong administrative skills with experience managing documentation, budgets, and communications
- Embrace diversity and respond positively to change in dynamic, evolving environments
- Build and maintain respectful, professional relationships grounded in trust and mutual understanding and Able to communicate effectively with diverse populations from pre-school to elders.
- Cultural awareness and sensitivity, with the ability to work respectfully within a Nation-based context

What We Value

At Wei Wai Kum, we lead with heart, integrity and purpose. We believe in:

- Professionalism with compassion
- Transparency in decision-making



Wei Wai Kum

- Empowerment of our team and members
- Cultural awareness and lifelong learning

The Wei Wai Kum First Nation is committed to respecting diversity within our workforce; preference will be given to qualified individuals who identify as First Nations, Inuit or Metis.

How to Apply

If this sounds like the opportunity for you, please submit your cover letter and resume to careers@weiwaikum.ca

Closing Date: August 21, 2025

While we thank all applicants for their interest, only those shortlisted will be contacted.

For more information about Wei Wai Kum First Nation, please visit www.weiwaikum.ca