



TOURISM COORDINATOR

Kasiks Wilderness Resort has an immediate opening for a full-time, role as a Tourism Coordinator. This dynamic role will play an important part in the growth and next steps for Kasiks Wilderness Resort as a Tourism destination!

Daily Duties may include:

- Researching the local area including places, plants, animals, and foods and their role in Kitsumkalum's lifeway as Tsimshian and organizing that information into databases.
- Meeting with Kitsumkalum Knowledge Keepers and Storytellers to gather information, document and organize our stories (that we have permission to share) to deliver as cultural education to visitors.
- Developing tourism-based initiatives, such as walking trails and experiences on the Kasiks property.
- Collaborating with tourism operators and organizations such as the Terrace Visitor Info Centre and Tourism Prince Rupert to market Kasiks experiences to travelers.
- Leading experiences (as a Guide) for group or one on one sessions on trails & pathways on Kasiks property.
- Developing ideas and assisting in all stages for organizing events at Kasiks Lodge or on the land.
- Marketing and communications on the website and social media.
- Supporting and assisting the Manager and other staff on site with daily duties (such as during a peak rush time, or for a time-sensitive project) to ensure Kasiks runs smoothly, as needed.
- Multi-tasking ninja when it gets busy, and finding opportunities to take on projects and planning if things slow down!

THE IDEAL CANDIDATE

- You are passionate about tourism and bring ideas to the table to increase the destination experience at Kasiks.
- You are enthusiastic about organizing information and have strong computer and research skills.
- You have an understanding or willingness to learn of event planning and what makes outstanding tourism and cultural experiences.
- You feel comfortable engaging with the public, leading tours, and sharing knowledge.
- You have experience or education in a related Tourism based role, or strong skills in customer service and facilitation, or a diploma or degree in Business Administration or Business Development.
- You collaborate professionally and as part of a dynamic team, or can work independently
- Open to training
- You have a Class 7N or 5 Drivers' License and reliable transportation.

WORKPLACE CONDITIONS & DETAILS

- This role has flexibility for hybrid work (remote/ on the land and on-site), with the majority of time being spent on site, at the Lodge.
- On site duties require mobility over rough terrain, in different weather conditions (heat, cold or rain).
- Duties will require lifting (ie, set up and take down for events) of up to 50lbs.
- Sitting, standing, walking and movement will be part of ongoing daily tasks.
- Wage: \$20.00 to \$27.00 (experience based)
- Reports directly to the manager or supervisor on site
- Successful candidates will undergo a Criminal Record check prior to employment.
- Extended Health Benefits & Pension options
- Staff Discounts on food & accommodations (shift accommodations can be provided by need)
- Preference may be given to members of Kitsumkalum Band.

We encourage all interested parties to apply!!

Please send your resume and a brief cover letter or email that outlines why you are the ideal candidate to
Heather Bohn, Manager, info@kasiks.ca

We thank all applicants for their interest; however, only those considered with be contacted.