



Qalipu
FIRST NATION

Employment Opportunity

Job Title: Experience Development Officer

Location: To be determined

Hours of Work: 35 hours per week, Full-time Permanent Position

Salary: \$42,000

Qalipu First Nation is currently accepting resumes for the position of Experience Development Officer. Qalipu First Nation is an Indian Act Band that has four (4) offices located in Corner Brook, St. George's, Glenwood and Grand Falls-Windsor. It offers programming and support in health, tourism development, education, economic development, natural resource conservation and culture and heritage.

Job Description: The Experience Development Officer will assist with the implementation of the Qalipu tourism and craft strategies and all other Indigenous visitor experience related initiatives pursued by QFN.

Responsibilities include:

- Providing direct business support to Indigenous tourism operators, craft producers and experience providers
- Event planning and coordination
- Communication and marketing assistance
- Facilitating visitor experiences, training workshops and other events
- Maintaining asset databases

Qualifications:

The preferred candidate will have 3 years of relevant experience specific to tourism/craft development. They will have experience in community economic development and/or private sector tourism or craft related activities. They will also have experience working as part of a development team in a fast paced and dynamic environment.

Education requirements are a bachelor level degree in business administration, community economic development or equivalent.

Working Conditions:

Location is to be determined. Duties will predominantly be met during regular business hours. Some travel and flexibility of work schedule may be required.

Please note: Successful applicants must possess a valid driver's license and have access to a private vehicle. Diplomas/certificates for Post-Secondary Education and Training and a Code of Conduct with a vulnerable sector query are required. If you are a member of Qalipu First Nation, please indicate it in your cover letter.

Apply: Please apply electronically using MS Word to: jobopportunities@qalipu.ca with subject line: **"Experience Development Officer"**.

Qalipu First Nation
Attention: Mrs. Janet McAuley, Office Manager
3 Church Street
Corner Brook, NL A2H 2Z4

Deadline for receipt of Cover Letter and Resume: Wednesday, October 10th, 2018 at 4:00 P.M.