



# Beausoleil First Nation Human Resources

11 O'Gema Miikaan  
Christian Island, Ontario  
L9M 0A9

(705) 247-2051 Fax: (705) 247-2239 Email: [jobs@chimnissing.ca](mailto:jobs@chimnissing.ca)

## EMPLOYMENT OPPORTUNITY Heritage, Culture & Language Coordinator

<b>Posting Date:</b>	June 15, 2026	<b>Salary:</b>	\$30.00-\$33.00/hour
<b>Classification:</b>	Permanent	<b>Closing Date:</b>	June 29, 2026 @ 4:30pm
<b>Supervisor:</b>	Trust Comptroller	<b>Vacancy Status:</b>	New role
<b>Hours of Work:</b>	35 hours/week		

### Overview

The Heritage, Culture & Language Coordinator is responsible for coordinating and promoting heritage, cultural, language, and community engagement initiatives that support the preservation and revitalization of Beausoleil First Nation's history, traditions, knowledge, language, and cultural practices.

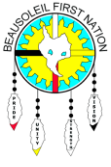
The Heritage, Culture & Language Coordinator collaborates closely with the Truth and Reconciliation Coordinator, Treaty Researcher, and Anishinaabemowin Motivator to develop and deliver community-based programs, cultural events, language initiatives, educational opportunities, and partnership activities. The position serves as a liaison between community members, Elders, Knowledge Keepers, organizations, and external partners to strengthen cultural awareness, community participation, and intergenerational knowledge sharing.

### **Key Responsibilities Include:**

- Coordinate and promote heritage, cultural, language, and community engagement initiatives that support the preservation and revitalization of Beausoleil First Nation history, traditions, language, and cultural practices.
- Plan and deliver cultural events, ceremonies, workshops, land-based learning opportunities, and community gatherings in collaboration with Elders, Knowledge Keepers, and community partners.
- Support language revitalization initiatives, including the development of resources, activities, and learning opportunities that encourage the use of Anishinaabemowin.
- Facilitate community engagement, cultural education, genealogy awareness, and the sharing of community history and traditional knowledge.
- Assist in the development of educational materials, exhibits, displays, communications, and heritage promotion initiatives.
- Support the planning and development of a future Beausoleil First Nation Heritage and Cultural Centre.
- Develop and maintain partnerships with Indigenous organizations, cultural institutions, educational organizations, museums, funding agencies, and other stakeholders.
- Coordinate program logistics, budgets, reporting, records management, funding applications, and program evaluations while ensuring compliance with organizational policies and confidentiality requirements

### **Qualifications:**

- Diploma or degree in Indigenous Studies, Heritage, Culture, Community Development, Education, History, Museum Studies, Language Revitalization, Social Sciences, or a related field.
- Minimum two (2) years of experience coordinating cultural, language, heritage, educational, or community-based programs.
- Equivalent education and experience may be considered.
- Experience working with Indigenous communities, Elders, Knowledge Keepers, and community organizations.
- Knowledge of Anishinaabe history, culture, traditions, and community protocols.
- Fluency in Anishinaabemowin, or a demonstrated commitment to learning, is considered an asset.
- Knowledge of Beausoleil First Nation history, culture, and community priorities is considered an asset.



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## Knowledge & Skills:

- Strong communication, facilitation, interpersonal, organizational, and relationship-building skills.
- Ability to develop and coordinate programs, events, workshops, and community engagement initiatives.
- Strong time-management skills with the ability to work independently and collaboratively.
- Proficiency with Microsoft Office, social media platforms, and digital communication tools.
- Knowledge of First Nations governance, culture, traditions, and community priorities.
- Ability to maintain confidentiality, professionalism, and positive working relationships.
- Graphic design, photography, and video editing skills are considered assets.

## Designations, Licences & Requirements:

- Due to funding sources, you must be a member of Beausoleil First Nation to be eligible.
- Valid Class G Driver's Licence and access to reliable vehicle for work related purposes
- Acceptable recent Criminal Record Check

## How to Apply

Submit a complete application package including:

- Cover letter
- Resume
- Two recent letters of recommendation

**How to Apply:** Email applications are preferred: [jobs@chimnissing.ca](mailto:jobs@chimnissing.ca) Alternatively, drop off at the Beausoleil First Nation Administration Building.

**Accessibility:** BFN is committed to an inclusive, barrier-free process under the Ontario Human Rights Code and AODA. Accommodations are available on request.

**AI Use:** AI will not be used to make hiring decisions. In rare cases, it may assist with organizing application data.