



# Ahousaht

Chah Chum Hii Yup Tiic Mas

P.O Box 91. Ahousaht, BC V0R 1A0

Phone: (250) 670 9558

Fax: (250) 670 9554

Email: [myrtle.atleo@ahousaht.ca](mailto:myrtle.atleo@ahousaht.ca)

[walter.thomas@ahousaht.ca](mailto:walter.thomas@ahousaht.ca)

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Ahousaht Program Coordinator

Ahousaht Chah Chum Hii Yup Tiic Miss needs a Program Coordinator for the Chimahnah (program) wellness retreats for the upcoming 2023-2024. Working With team who are ready to work with Vancouver Island First Nations Clients.

Main Duties:

- Promote the retreats within the community and to all the First Nations on the Island
- Create posters on computer and distribute to Vancouver Island First Nations and Friendship Centers.
- Communicate with referral agencies (A&D counselors) through email and phone regarding referral process and client registration.
- Scheduling staff support for each retreat-(elders and cultural support)
- For all wellness retreats a budget must be created
- Supervise the wellness retreat staff.
- Organize and schedule travel including boats for clients and staff.
- Communicate with retreat clients around scheduling and travel arrangements.

Please submit resumes, cover letter and three references to [myrtle.atleo@ahousaht.ca](mailto:myrtle.atleo@ahousaht.ca) [walter.thomas@ahousaht.ca](mailto:walter.thomas@ahousaht.ca) or drop off at Ahousaht CHS building by October 9<sup>th</sup>, 2023 by 4:00 pm