



Muskoday First Nation Employment Posting

Full-Time **Term** Elder's Liaison

Reports To

MFN Chief Executive Officer

Job Summary

Reporting to the Executive Director, the Elder's Liaison is committed to fostering relationships with MFN Community Elders and Knowledge Keepers that can guide culturally appropriate services and programs to Muskoday First Nation. The Elder's Liaison is recognized and respected by his/her own Community membership.

Competencies

- Self-motivated
- Communication both Oral and Written
- Uphold confidentiality
- Accountability
- * Problem Solving Skills
- * Strategic Thinking
- * Leadership
- * Respectful

Job Duties

- Fostering community engagement including the coordination and promotion of peer mentoring;
- Elder Services;
- Aboriginal cultural awareness programs;
- Proven success working within a team of both Aboriginal and Non-Aboriginal members;
- Comfortable with public speaking;
- Ability to write proposals and fund raising;
- Knowledge of traditional crafts, sewing, beadwork, other, would be an asset;
- Facilitate space and opportunities for traditional arts and crafting;
- Promote language restoration;
- Organizing monthly Elder's meetings and minute taking;
- Organizing Feasts;
- Work closely with the MFN Community School, the Health Centre and Chief and Council;
- Transporting community Elders of MFN to Lodge and back home as needed;
- Availability to attend ongoing ceremonies;
- Must have a valid driver's license and a reliable vehicle;
- Must provide a CPIC and a Vulnerable Sector Check;
- Term Full time position, 37.5 hours per week. Monday to Friday.

Job Requirements

- Public Speaking
- Strong organizational skills
- Strong written & oral communication.
- * Proposal writing & meeting deadlines
- * Fundraising skills
- * Must be bondable.

Work Conditions

- Travel.
- Extended periods of sitting
- * Flexible Hours.
- * Operation of a desktop computer.

APPLICATION PROCESS

Application deadline is April 24th, 2026

Resumes with Cover letter and three work references to:

Ernie Dreaver, Human Resources Officer
Mail: PO Box 99 Muskoday, Sask. S0J 3H0
Fax: (306) 764-7272
Email: resume@muskodayfn.ca