



BRIDGE RIVER INDIAN BAND

PO BOX 190, Lillooet, BC, BC V0K 1V0 Tel: 250-256-7423

JOB POSTING INDIGENOUS COMMUNITY LIAISON

The Bridge River Indian Band (Xwísten) is seeking a dedicated and culturally grounded Indigenous Community Liaison to support Xwísten members in gaining meaningful access to employment and ensuring cultural inclusion within Talisker Resources Ltd. operations at the Bralorne Mine site. This position plays a vital role in bridging the community and the company by promoting recruitment, training, and retention of Xwísten members, while also carrying out a range of administrative duties including maintaining records, tracking files, organizing and documenting meetings, preparing reports, coordinating events, managing personnel documents, following up on action items, and delivering presentations. This is a full-time contract position based on 30 hours of work per week, subject to fluctuate as needed, and will require travel by vehicle to and from the mine site as needed.

Job Type: Fulltime Contract

Pay Rate: \$30.00/hour

Holidays: 2 weeks per year

Work Location: Onsite, in Lillooet, BC

Benefits: Employee group plan and pension

Expenses: Work related expenses and cellphone provided

Duties and Responsibilities

- Lead the development and delivery of cultural safety programming at the Bralorne Mine site.
- Advise Talisker management on cultural integration and Indigenous inclusion practices.
- Ensure culturally appropriate support is available to workers at the mine site.
- Support onboarding and retention of Xwísten members employed by Talisker.
- Facilitate communication between Xwísten members and Talisker HR.
- Support Xwísten members with recruitment, resume's, coaching, and job application assistance.
- Assist with pre-employment training, transportation planning, and work readiness support.
- Maintain a registry of community members interested in mine employment.
- Promote job opportunities through posters, flyers, and engagement sessions.
- Support conflict resolution and assist with communication where needed.
- Ensure concerns raised by community members are communicated appropriately.
- Liaise with various departments and external partners as required.
- Attend meetings and coordinate visits to and from the mine site.
- Regularly report on activities to Xwísten Chief and Council.
- Collaborate closely with the Xwísten Economic Development Coordinator.
- Undertake other duties as requested by the Xwísten Administrator.

Qualifications:

- Completion of Grade 12 and formal training or equivalent work experience.
- Strong connection to Indigenous culture, values, and traditions.
- Demonstrated experience supporting Indigenous communities through employment, outreach, project coordination, or learning programs.
- Proven ability to communicate effectively and build relationships across diverse audiences.
- Skilled in managing multiple priorities and solving problems independently.
- Proficiency in MS Office programs (Word, Excel, PowerPoint, Outlook) reporting & budgeting.
- Must possess a valid BC Class 5 Driver's License with access to a reliable insured vehicle, and provide a clear Criminal Record Check.

Applicants must provide a cover letter and resume with 3 references prior to the closing date via email to: administrator@xwisten.ca or fax: 250-256-7999

Closing Date: February 13, 2026

Only candidates shortlisted will be contacted

*Pursuant to Section 42 of the BC Human Rights code,
preference shall be given to applicants of Indigenous ancestry.*