



METLAKATLA STEWARDSHIP SOCIETY

JOB OPPORTUNITY

FSC Validator/Distributor

Date Reclassified: June 27, 2022

Business Unit: Metlakatla Stewardship Society (MSS)

Location: Prince Rupert, British Columbia

Reporting to: Aquatics Manager

The Metlakatla Stewardship Society (MSS) and the Metlakatla Aquatics Resources Program (MAR) have immediate openings for 2-3 part-time FSC Validators/Distributors, who will work in both Metlakatla and Prince Rupert as part of MAR's food fish distribution program for salmon and halibut.

The hours would vary and involves several days/weeks at sea between landings. The job is physically demanding and you could be working in extreme weather conditions, including storms. Conditions onboard may be cramped, depending on the type and number of crew.

Responsibilities:

General

- Communicate with Metlakatla's FSC fisherperson on a regular basis to estimate the quantity and timing of deliveries.
- Phone Metlakatla band members and arrange for band members to come to the dock to receive salmon or halibut.
- Maintain and update band member database of who has been called, who has picked up salmon or halibut and the quantity distributed to each individual.
- General cleaning and upkeep of the dock office and cleaning tables.
- Perform other duties within the scope of the position, as required.

Competencies and Qualifications:

- Ability to lift up to 50 lbs.
- Basic math skills to add up quantities of fish and multiply by the appropriate compensation rate.
- Good written and verbal communication skills, ability to interact with band members, fisherperson and staff.
- Excellent record-keeping skills.
- Proficient in Microsoft Word and Excel.
- A reliable vehicle and a valid BC driver's license; flexible work hours/willingness to work on evenings and weekends.
- Strong organization skills and ability to manage multiple tasks and tight timelines.
- The successful candidate must be fully COVID vaccinated (at least 2 vaccines) and remain in full compliance with all Public Health Orders (PHOs) and MSS policies throughout their employment.

Submission Deadline:

- Open until filled.
- To further explore this opportunity, please submit your resume in the strictest confidence to the Director of Human Resources: hr@metlakatla.ca