Liard First Nation

EMPLOYMENT OPPORTUNITY

Position: Event Coordinator
Supervisor: Director Health & Social
Type: Casual, Full-time (35 hours per week) November 13 to December 13, 2026
Wage: $25-$30 per hour depending on qualifications
Closing Date: November 6, 2026

Job Summary
Under the direction of the Director Health & Social, this position will assist with the LFN General Assembly by assisting with or coordinating tasks and activities associated with the preparation, set-up, facilitation, operations and debrief of the assembly.

Knowledge and Skills:
- Good organizational skills and attention to detail, flexibility and ability to do a variety of tasks
- Cooperative and pleasant demeaner when dealing with people
- Familiarity with Word, Excel and Outlook an asset
- Knowledge of Liard First Nation history, culture, traditional territory, and demographics.
- Ability to work well in a team environment.

Conditions of Employment/Working Conditions
- Some overtime and weekend work may be required
- Able to lift 50 lbs to assist in set-up and takedown of event and session environments.
- Valid class 5 Yukon Driver's License an asset.

Please submit your application to jobs@liardfirstnation.ca prior to the closing date.
For more information on the position contact Acting Director Health & Social at health.coordinator@liardfirstnation.ca
Or
Keerah Lutz, HR Officer at hr.officer@liardfirstnation.ca

Preference will be given to qualified Liard First Nation Citizens.
Only those legally able to work in Canada will be considered.