

Yukon Heritage Reserve Public Engagement and First Nation Consultation Internship

Job Description

ERA Architects Inc. specializes in architecture, landscape design, heritage conservation and planning as they relate to historical places. On behalf of the Historic Sites Unit of the Government of Yukon, ERA is undertaking *Our Yukon*, a Yukon Government project that aims to understand the values associated with sixteen different Heritage Reserve sites and to set out long-term management priorities for the sites. The ERA project team, based partly in Whitehorse, has substantial experience working on Yukon-based heritage projects.

ERA is seeking an enthusiastic Yukon First Nation candidate to support research, report preparation, public engagement and First Nation consultation on the values associated with sixteen Heritage Reserve sites distributed throughout the Territory. This is a paid temporary position offered in partnership with the Department of Tourism and Culture (Historic Sites Unit) of the Government of Yukon.

This position will run from for approximately four months beginning in September 2022, on a part-time basis at approximately 30 hours / month, subject to the successful candidate's availability and project needs.

You:

- self-identify as Yukon First Nation;
- are energetic, motivated, and self-disciplined and enjoy working collaboratively within a small team;
- are organized and capable of managing information;
- are interested in learning about the management of historic sites and their significance to local stakeholder communities and Yukon First Nations;
- are keen to be involved in conversations about places, people, ideas and values;
- are adaptable and happy to “go with the flow” as the needs of the project shift and take shape.

Select Responsibilities:

- Coordinate and manage information to support project work, including historical research, analysis, written descriptions of buildings and sites, and community engagement documentation.
- Contribute to public outreach activities alongside the project team.
- Contribute to key project outcomes, including recommendations for the “statements of significance” that relate to the cultural heritage value of each site.
- Accurately take minutes in project meetings and take detailed notes in engagement sessions, as required.
- Develop knowledge of heritage conservation best practices, through interactions with project team members, local stakeholders, and Yukon First Nations.

Core Competencies and Requirements:

- Diligent and organized.
- Team player.
- Clear communicator.
- Attention to detail.
- Keen to learn and participate in project activities.
- Reliable access to a computer, internet and email.
- Familiarity with Microsoft Word and/or equivalent software products.

Education and Experience:

High school diploma or equivalent (some post-secondary education preferred but not required).
Demonstrated interest in heritage conservation, community engagement, or organizing is a plus.

Pay: This position involves 120 total hours of work, at \$41.75 / hour.

How to Apply:

Please send your resume, along with a brief covering letter telling us why you would like to apply for this position, to emmaa@eraarch.ca by Monday September 5th, 2022, 11:59pm. We thank all applicants who have applied, however, only those selected for an interview will be contacted.

ERA does not discriminate against applicants or employees because of their race, creed, colour, age, religion, gender, disability, sexual orientation, marital status, military status, national origin or ancestry; however, this position is offered in partnership with the Government of Yukon and is funded specifically for a Yukon First Nation candidate. ERA is committed to fostering an inclusive and equitable workplace where all employees and partners feel valued, respected and supported. ERA is committed to working with and providing reasonable accommodation to applicants with disabilities.