



# Aamjiwnaang First Nation

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## EMPLOYMENT OPPORTUNITY

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**Position Title:** Culture and Language Program Officer

**Location:** Sarnia, ON

**Duration:** Permanent

**Posting Closes/Deadline:** September 3<sup>rd</sup>, 2025

**Tentative Interview Dates:** September 9<sup>th</sup>-10<sup>th</sup>, 2025

### Position Summary

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Under general supervision of the Manager of Community Services, the Culture and Language Program Officer will support the coordination, facilitation, and delivery of traditional and language programming, foster cultural engagement and strengthen language revitalization efforts. The coordinator will play a key role in ensuring programs align with AFN's cultural and linguistic priorities.

### Responsibilities

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- Organizes a variety of cultural events and ceremonies which involves decision making, input on external resources, managing event processes, coordinating meetings, preparing, and monitoring and distributing event budgets.
- Assists in developing new cultural events, and maintains, organizes and manages existing special events from concept to completion, ensuring they operate smoothly and efficiently.
- Facilitates various event related committees as required.
- Responsible for all communications and networking in support of special events and assists with the development of new opportunities to build community awareness.
- Maintains inventories of supplies, equipment and materials for cultural and language programming.
- Maintain a calendar of seasonal events.
- Take inventory and assess the Anishinaabemowin learning needs of AFN
- Assess inventory of Anishinaabemowin fluent speakers
- Organize, oversee and manage Anishinaabemowin learning opportunities and events for AFN community and staff.
- Oversee, manage, take inventory of and coordinate and/or assist in the creation and distribution of Anishinaabemowin learning resources for AFN community and staff.
- Create, organize and maintain a collection of Anishinaabemowin resources for AFN community.
- Promote and advocate for language learning and the presence of language at AFN.
- Provides volunteer coordination and recognition for cultural events.
- Provides directions to volunteer for the cultural event duties.
- Provide oversight and direction on the preservation of AFN heritage, histories and artifacts.
- Be the main contact for repatriation of found artifacts.

### Minimum Requirements

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- Post-Secondary Diploma in Native Studies and/or a related field.
- Working knowledge of and commitment to the language and culture of Aamjiwnaang First Nation
- Solid foundation or the ability to communicate in Anishinaabemowin an asset
- Must possess a valid driver's license

- Minimum 1 year of related work experience and 3 years of total work experience
- Ability to work flexible hours, including evenings and/or weekends
- Experience organizing community-based events, including handling logistics and coordinating volunteers and participants
- A clear Criminal Record Check and Vulnerable Sector Check

### **Other Considerations**

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In accordance with Section 16 Special Programs of the Canadian Human Rights Act, preference will be given to Aamjiwnaang Band Members with relevant education/experience (R.S.C 1985, c. H-6, s16 (1-3)).

### **Application Process**

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If you are interested in this opportunity, kindly forward your resume and cover letter via mail, email, or fax to:

Aamjiwnaang First Nation  
978 Tashmoo Avenue  
Sarnia, ON  
N7T 7H5  
Attention: Ashley Fisher, Human Resources Officer  
Or  
[humanresource@aamjiwnaang.ca](mailto:humanresource@aamjiwnaang.ca)  
Or  
519-336-0382 fax

For more information, check us out online at [www.aamjiwnaang.ca](http://www.aamjiwnaang.ca)