



TK'EMLÚPS TE SECWÉPEMC

JOB POSTING

Tk'emlúps te Secwépemc (TteS) is a fast-growing vibrant organization committed to the development and progress of its Band Members and Community. As such, the TteS invites applications from qualified, highly motivated and dynamic individuals to fill the following position.

POSITION TITLE:	Youth FireSmart Ambassador
DEPARTMENT:	Emergency Planning
SUPERVISOR:	Youth FireSmart Coordinator
TERMS:	Full-time, Temporary (Term) – Starting June 2026; Ending September 4, 2026
REFERENCE #:	2026-068

Purpose of Position:

The Youth FireSmart Ambassador (YFSA) will work closely with the TteS Youth FireSmart Coordinator to develop and implement a community outreach plan. They may also work their counterpart in the City of Kamloops to plan, coordinate, and execute joint community events. The community outreach plan will include setting goals, identifying strategies, creating a schedule, estimating and tracking expenses, measuring success, and completing a final project report. Key activities include learning about FireSmart principles, developing engaging social media content, hosting information booths at community events, and participating in hands-on wildfire mitigation efforts

Duties and Responsibilities:

Responsible for helping with FireSmart events, sharing information in the community, supporting small safety projects, keeping records, posting updates online, and preparing reports to support FireSmart programs. (95%)

Community Engagement & Education

- Organize and host FireSmart events such as community information sessions, farmer's markets, and workshops.
- Support distribution of FireSmart educational materials at schools, community centres, and public events. Help deliver FireSmart presentations to youth groups, schools, and community organizations.

Support for FireSmart Programs

- Complete Local FireSmart Representative training and assist in completing FireSmart Home Ignition Zone assessments (under the guidance of the FireSmart Coordinator if necessary).
- Help implement small-scale FireSmart mitigation projects such as clearing brush, moving firewood, and maintaining defensible space.

Administrative & Communication Support

- Help maintain records of FireSmart activities, outreach efforts, and community engagement.
- Support social media and digital outreach by sharing FireSmart messages and updates.
- Assist with preparing reports, newsletters, and promotional materials related to FireSmart initiatives.
- Prepare a final report on the Youth FireSmart Ambassador Program

All other related duties as required (5%)

Financial Responsibility:

N/A

Supervision or Training Duties:

N/A

Special Requirements:

- Valid Driver's License (Class 5 or 7N) – the ability to travel to various market or outreach locations as needed.
- Criminal Record Check – Vulnerable Sectors

Professional Certification, Education and Experience:

- Completion of FireSmart 101 online course (or willingness to complete).
- Completion of Wildfire Risk Reduction online course (or willingness to complete).
- Completion of Local FireSmart Representative Training Course (or willingness to complete).

Preferred Assets (Not Required)

- Interest in emergency management, forestry, wildland firefighting, or environmental sciences.
- Knowledge of FireSmart and wildfire management.
- Experience with volunteering or working in community-based programs.
- Strong safety-first attitude
- Comfortable with outdoor physical activities such as light manual labor (e.g., clearing brush, moving debris).
- Strong team collaboration – works well in a team to coordinate outreach plans and shares responsibilities.
- Strong presentation skills – ability to communicate information to groups of children, youth, and adults.
- Basic Record-keeping and reporting skills – able to track interactions, note public feedback, and complete follow-up reporting.
- Experience creating engaging posts or visuals for outreach or educational campaigns is an asset.
- Valid WorkSafe Basic First Aid certificate

Skills and Abilities:

- Enthusiastic about wildfire prevention and mitigation and community safety.
- Strong communication skills and willingness to engage with the public.
- Ability to work well in a team setting and take direction from mentors.
- Ability to create and manage schedules independently, while maintaining accountability and meeting deadlines with minimal supervision.
- Ability to set up and manage outreach booths, signage, and promotional materials.
- Basic computer skills (Microsoft Office, Google Docs, social media platforms).

HOURS OF WORK: Normal Day shifts – 7 hours. Non-normal shifts may be required.

PAY GRADE: Starting at \$22.00 to \$24.50 per hour depending on education & experience.

Tk'emlúps te Secwépemc thanks all applicants for their interest, however, only those selected for an interview will be contacted.

In accordance with Section 16(1) of the *Canadian Human Rights Act* and pursuant to Section 42 of the BC Human Rights code, it is TteS Policy to practice preferential hiring for Aboriginal peoples. Candidates who wish to qualify for preferential consideration must self-identify.

Deadline for the Job posting is June 12th, 2026 by 2:00PM

Submit Job Application Form, cover letter, resume, and references

online: <https://tkemlups.ca/employment/>

or at our Human Resources office #320 Chief Alex Thomas Way.

Office Hours are Monday to Friday 8:00 am to 4:00 pm &

closed for lunch from 12:00 pm to 1:00 pm

**We require each applicant to fill out
an online application form which can be found at: <https://tkemlups.ca/employment/>**

Any late submissions or submissions without the job application form will not be considered.