

TLA-O-QUI-AHT BULLETIN

January 15, 2016



NEW YEAR & NEW OFFICE HOURS

All Tla-o-qui-aht Offices will now operate under these new hours to service the membership.

Monday to Friday 8:30am – 12:00pm noon, and then Re-open after lunch from 12:30pm-4:30pm. All office staff are available for service to the members between these hours.

MAIL PICKUP AT TLA-O-QUI-AHT OFFICE

If you are expecting any mail from TFN (Patient Travel, Housing, Social Development) please be mindful in order for us to reach you we need your up to date contact numbers.

Any member's with mail ready at our office are contacted by our receptionist to inform your mail is ready pickup. Therefore if you have changed your phone number, or email address, please contact our office. We need to stay current on our members contact information to ensure we can reach you as correspondence comes up.

Call Addie David at 250.725.3350 or email: treatyoffice@tla-o-qui-aht.org to update your contact info. Also if you are authorizing someone to pick-up your mail on your behalf, we also require you to notify us otherwise we will not release anything without your consent. Please, kindly stay in touch with us where it pertains to mail pickup.

COMMUNITY SURVEY ON CHILD CARE

A survey is being conducted and provided in this bulletin and will be used to gather information on child care needs in the Tla-o-qui-aht communities. This will aid our Education department in development of strategies for the Administration and Council to consider on community needs.

Please, if you have children under the age of 6, review and submit the survey. This information and data is for our Education department to assess the current state of needs of child care. If you are parent / guardian who has experienced challenges with child care needs (daycare), your input to this analysis is extremely important.

All complete surveys can be dropped off with Barb Audet at the Opitsaht office or with Carol Martin at the Esowista preschool. you can also fill out the survey electronically, if you wish to have it sent to you electronically please email us at: tfned@tla-o-qui-aht.org - or Fax to: 250.725.3352

VOTERS LIST - ATTN ALL TFN MEMBERS AGES 18+

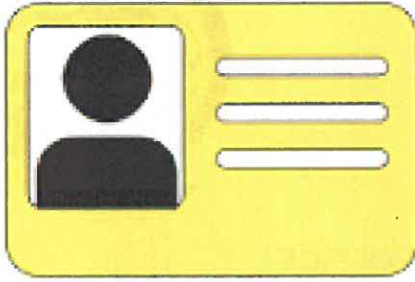
In preparation of the May 2016 Election, we need to update our information to share with the Electoral officer. Please contact us with your up to date mailing, email, and phone contact information. This applies to all registered Tla-o-qui-aht members 18 years of age and over. please send your information to:

Sheila Amos - IRA Clerk

Phone# 250.725.3350

Email: ira@tla-o-qui-aht.org





REGISTRY - STATUS CARDS - SCHEDULE APPOINTMENTS

Every Thursday Afternoon at the Treaty Office, registry services are available. reminder that you need the following items before scheduling an appointment to get your status card renewed/ replaced.

2 pieces of Government issued ID (Drivers License, BC ID, Passport, Medical Services Card)

If registering your newborn your need an original Birth Certificate as well. Call and ask any other details before making the trip to ensure you have all the right information before starting this process.

Sheila Amos - IRA Clerk

Email: ira@tla-o-qui-aht.org

Phone: 250.725.3350

Did you know.....

If you don't register your newborn child as soon as they are born you could be faced with expensive perscription costs, if your baby is not registered with your nation? If your child does not have a registry number, and your child gets ill, you are risking the likely hood of being responsible for the upfront costs at the pharmacy to get perscriptions if your child needs them. The average cost of a antibiotic could range anywhere from \$50-\$150 dollars per perscription if your un-registered child needs it. This can be a costly situation, and most registry processes can take up to 8 months for a child to become registered with your nation.

OPISTAHT SCHOOL BOAT - SCHEDULE

Opitsaht community please be advised that the scheduled boat runs for the Elementary school children are:

- **8:05am**
- **8:15am**

High-school boat schedule is the one run each morning at:

- **7:20am**

Kindly have your children ready for these departures as the bus pickup in Tofino is at 8:25am, when one child is late it makes the entire group behind, and arrive late for school. For any other information contact Barb Audet - Education Manager at 250.266.0270

OPITSAHT DOCK

Please be mindful the yellow painted zone down the Opitsaht dock is the designated zone for the school boat, and emergency boats. Kindly remember this when tying up your boats, to ensure adequate tie up space inbetween each boat to accommodate other boats.

PACIFIC RIM NATIONAL PARK - INFRASTRUCTURE UPGRADES - ROAD CLOSURES

Pacific Rim National Park Reserve is currently undergoing infrastructure upgrades to secondary roads within the Park. Part of the project includes complete replacement of the Grice Bay road and boat launch, which will require the complete closure of Grice Bay access. The current construction schedule will require closure from Feb 2nd- April 22-2016. These dates may be subject to change are the best estimate. If you require more information call the Parks Office at: 250.726.3508

TLA-O-QUI-AHT EDUCATION SUCCESS WALL - STORIES & PICTURES NEEDED

Tla-o-qui-aht Education Dept is looking for student success stories to be shared with other students, and members. we are looking for students past and present, to submit pictures and their own stories to share with the other members and students.

We would like to share this as a role modelling, and examples of where Post-Secondary Education has taken our Tla-o-qui-aht members. Please submit your information to: tfned@tla-o-qui-aht.org

FIRE HYDRANTS & BOXES - SHARED RESPONSIBILITY

The Administration has fielded some calls about the missing components to the fire hydrants in Opitsaht and Esowista. This comes up from time to time and we want to take the time for members to understand the steps taken within the Public Works Dept to update and maintain.

On a yearly basis our Hydrants require the following:

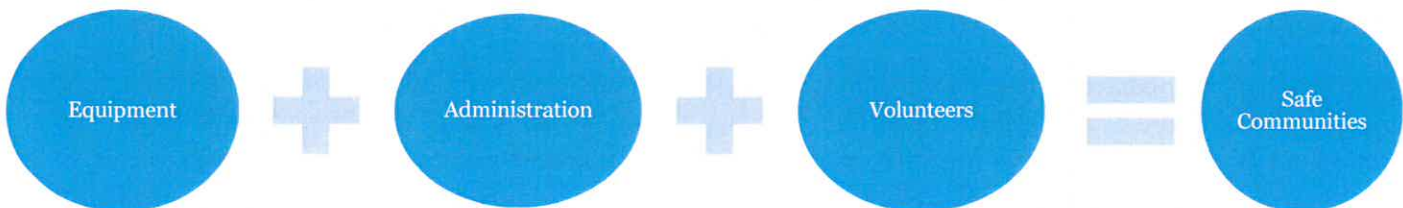
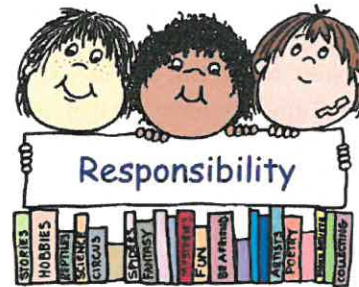
- Flushing twice annually
- Visual inspections of equipment
- Replacing missing components when necessary such as hydrant keys and nozzles.

We generally have to replace these due to thefts or vandalism. We will continue to replace these critical pieces for Fire Safety. This is at some expense to the community.

We would propose that these assets belong to the community and ensuring these components are ready to be used in an emergency is a shared responsibility. Please ensure that you report thefts and vandalism directly to the Public Works Department when this has occurred.

Please contact the following to report any missing components:

Opistaht Public Works	250.725.3236
Esowista/TyHistanis	250.725.3337
Public Works Manager David Dennis	250.266.0004



OPITSAHT FIRST RESPONDER - (SUBMITTED BY : DANIEL AUDET)

IN THE EVENT OF MEDICAL EMERGENCY CALL ME AT: 250.266.0096

Last year, I completed the First Responder course sponsored by the Canadian Red Cross and the First nations Health Authority. I recently, passed the online course, that completes my First Responder qualification requirements.

Now, that I have recovered from my knee replacement surgery, I am in a position to offer my services as a volunteer First Responder for Opitsaht. I am still in the process of assembling a full emergency response First Aid kit. At this time, the kit is 90% complete. It includes a stretcher, neck braces, a defibrillator, blood pressure cuff and an extensive bandage kit. I will soon be getting a portable oxygen bottle and some leg braces.

I am looking for Opitsaht volunteers to assist me. I will be holding an information session at the MICC on Wednesday, January 20th-2016 at 10:00am. At that time, I will display the First Responder equipment that we have available. If you are interested please drop in.

✂ Please cut this out and post on your fridge for convenience ✂
Thanks Dan for your volunteering for the members of Opitsaht

TLA-O-QUI-AHT FIRST NATION COMMUNITY INPUT REQUEST

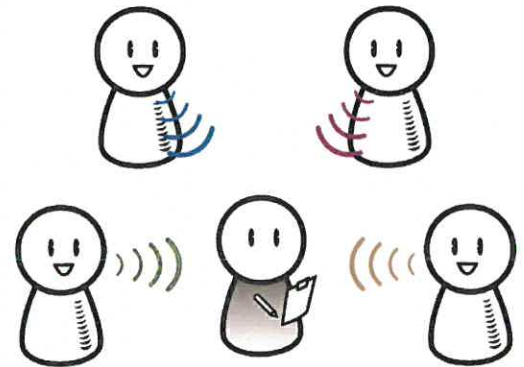
TFN Administration is seeking community input into it's activities as it prepares for it's 2016-2017 budget preparation. Please see the form attached to provide your ideas. Your ideas will be compiled to help Administration facilitate a community budget forum to be held on:

Thursday, February 4th, 2016 from 1:00pm - 4:00pm - Tin Wis Resort

We need to hear from you. See the attached form in this bulletin titled: "Community Input Request Budget 2016-2017"

Submit your responses/ input on this to:

Jenn Schofield - Chief Financial Officer
Email: cfo@tla-o-qui-aht.org
or drop off at the Main Office (Treaty Office)
by: January 27th-2016



TLA-O-QUI-AHT ADMINISTRATION & STAFF DIRECTORY

We are including the updated contact information for the Administration Staff, and Chief & Council in this bulletin. Keep this information on hand in your home, or post on your fridge. Common calls made to the office asking for this information. Also, this information is available on our website which is maintained for the current information at:

www.tla-o-qui-aht.org

TLA-O-QUI-AHT CATERING OPPORTUNITIES - CALL LETTERS OF INTEREST

From time to time, the Administration organizes events, meetings, and functions in amongst the communities. Some of which require catering services. If you are interested in putting your name forward for any catering opportunities, please kindly submit your letter of interest, with the following information:

1. Food Safe Certification - copy
2. References
3. Experience
4. Current contact information - Home, Cell, and Email (if you have an email address)

We try our best to plan as far in advance as possible, but some functions can come up quite quickly or unexpectedly. Therefore, we need your expression of interest with contact information. Large functions are usually put out for catering bids which get posted in the bulletins, website, and in offices. So please reference those from time to time to see what might be coming up, and happening.

ESOWISTA & TY-HISTANIS RESIDENTS - ROUND-ABOUTS IN TY-HISTANIS

Motorists of Esowista & Ty-Histanis, please remember that the proper procedure in the round-about approach as mentioned in the diagram/ explanation below:



Traffic circles and roundabouts

These are found in some areas to help traffic get through an intersection safely without necessarily stopping the flow of the traffic.

Traffic circles

Traffic circles are mostly found in residential neighbourhoods.

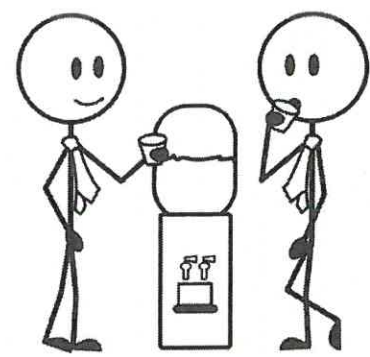
When you're using a traffic circle:

- Slow down as you approach the circle.
- Obey any posted traffic control signs, such as "Yield" or "Stop" signs. If there are no traffic control signs, treat it as an uncontrolled intersection.
- Yield to any traffic in the traffic circle. If another vehicle arrives at the traffic circle at the same time as you do, yield to the vehicle on your right.
- Go around the traffic circle to the right (that is, in a counter-clockwise direction).

You must turn right to enter a traffic circle and right again to leave it. Yield to vehicles that are already in the traffic circle. If another vehicle arrives at the traffic circle at the same time as you do, yield to the vehicle on your right.



Tip:
Do not cut left into the traffic circles to save yourself from going through the circle. This is a danger if pedestrian/child is crossing the road



Update from the TFN Water Cooler...

January 2016

The holidays are over and preparations for the new fiscal year are beginning in earnest. We hope all members had the opportunity to share time and perhaps a few meals with family over the past several weeks. It is these happy times that allow us to create memories that support us through more difficult events we all eventually face.

The most important change members will see when they next drop into the office at Tin Wis is the renovations which were mostly completed over the holidays. In addition to adding six new work stations, we've upgraded flooring, electrical, network capacity and the reception area. There are still a few cosmetic items to complete however all should be done over the next several weeks. We would like to thank Rod Potter and his crew along with our O&M team for doing a great job on providing us with an updated and more functional space.

Additionally, we are now beginning to implement our information management system and will soon begin migrating all paper files to a searchable database. Protocols will also be established for the filing and retention of correspondence, emails, notices, Council minutes, etc. All staff will be trained to handle information resources effectively, whatever their role in the organization.

As you may be aware, construction has now begun on the joint Parks Canada – Tla-o-qui-aht First Nations, Lost Shoe Creek Water Project. This project will provide a sustainable and secure source of drinking water for the Long Beach communities for the next 25-50 years. We have managed to secure employment on this project for at least seven community members, with the possibility of more to come. In addition, TFN has been able to secure a significant amount of firewood as a benefit from this project.

As we move into the budget planning phase for 2016-17, the Administration is planning on soliciting input directly from community members on what services or initiatives are important to them. A tentative meeting is scheduled for February 4th to review input received from members. Please look for the, detailed information contained elsewhere in this bulletin.

Again, we are happy to receive feedback on these updates as well as suggestions that may help us improve the overall effectiveness of the TFN Bulletin.

Ted Adnitt
Chief Executive Officer

**Tla-o-qui-aht First Nation
Community Input Request
Budget 2016-2017**

Please email responses to cfo@tla-o-qui-aht.org or drop off at the Main Office (Treaty Office) by January 27th, 2016. These responses will help facilitate a community budget forum to be held on February 4th.

Contact information:

Name:

Phone number:

Email:

1. Please identify 3 programs of highest importance to you in the upcoming year (rank 1 – 3).

_____	Education	_____	Housing	_____	Community infrastructure
_____	Social Development	_____	Health	_____	Water/Sewer
_____	Administration	_____	Economic Development		

2. Please identify up to 3 activities related to these programs that you would like to see Tla-o-qui-aht implement.

Activity 1:

Activity 2:

Activity 3:

3. What resources would be required of Tla-o-qui-aht to implement these activities? (ie. Materials, staffing, financial resources, etc.)

Activity 1:

Activity 2:

Activity 3:



Funeral Service

For Late: Brian Manson (Curley) will be held on:

Thursday January 14th-2016 at 11:00am
at the Tin Wis Conference Centre, with a luncheon to follow.

Out of respect to the Manson/Curley family, all TFN office services and operations will be closed on this day.



Tla-o-qui-aht First Nation

1119 Pacific Rim Highway Tofino, BC V0R 2Z0

P: 250.725.3350 F:250.725.3352

Housing Coordinator

The Housing Coordinator is responsible for the administration, management and delivery of all Tla-o-qui-aht housing programs, services, and properties within the communities of Esowista, Ty-histanis and Opitsaht. This position reports to the Public Works Manager, and is a full time permanent position. A high level of interpersonal skills and experience that pertain to tenant relations. Housing program experience related to budgeting, proposal writing, assets and property management, housing compliance standards are all required for this position.

Duties and Responsibilities

- Assist in managing and administering all social housing programs, services and properties
- Maintain new and existing records of all future and current tenants in compliance with the CMHC standards
- Working with tenants/ members to resolve housing situations, repairs, standards and tenant compliancy as outlined in TFN Tenancy agreements.
- Enforcing housing related policies and by-laws
- Providing monthly financial reports and analysis to the PW Manager, quarterly to the CEO, CFO, and Chief & Council
- Providing support to the TFN Housing Committee.
- Assess, assign and prioritize work to repairs & maintenance staff
- Maintain internal controls and standards concerning maintenance & repairs, records, purchasing criteria, accounts receivable procedures, and program equipment.
- Researching, and preparation of proposals with other agencies, and maintenance of and reporting on any existing outside funding sources may be required.
- Other duties as assigned by the Public Works Manager

Qualifications

- Knowledge of policies and procedures in the programs, services, and activities of the Housing Department
- Good working knowledge of MS Office software (Excel, Word, Outlook)
- Ability to handle conflict with sound judgement
- Team orientated, ability to take initiative, work independently with strong leadership skills.
- Must demonstrate good oral and written communicative skills.
- Must be organized, accountable, responsible and able to maintain confidentiality
- Valid Class 5 BC Drivers license with access to vehicle - Required
- Must provide a criminal record check - Required
- Successful completion of Grade 12, additional Education and training in related field, or equivalent combination of training and experience
- Applicants are required to be in good standing with TFN Housing program, if a current tenant

Deadline to apply is : Friday January 29th, 2016 by 4:30pm

Submit your resume, references, and covering letter stating how you meet these qualifications to:

Chief Executive Officer - Ted Adnitt

Email: jobs@tla-o-qui-aht.org Or by Fax: 250.725.3352

Or drop at the office in a sealed envelope at # 1119 Pacific Rim Highway Tofino



Tla-o-qui-aht First Nation

Accounts Payable Clerk

Anticipatory Posting

Tla-o-qui-aht First Nations Administration is anticipating an opening for a highly motivated individual with a strong eye for detail to fill the full-time position of Accounts Payable Clerk. Based out of the Tla-o-qui-aht Office in Tofino, applicants will be reporting to the Manager of Finance and Administration on all aspects of accounts payable.

Duties and Responsibilities

- Charges approved expenses to accounts and departments by analyzing invoice/expense reports; recording entries.
- Reports sales taxes by calculating requirements on paid invoices
- Processes purchase orders approved by appropriate department managers
- Verifies vendor accounts by reconciling monthly statements and related transactions
- Processes payments for approved employee reimbursements
- Resolves purchase order, contract, invoice or payment discrepancies
- Schedules and prepares cheque runs on a timely basis
- Maintains accounts payable ledgers by verifying transactions
- Reconcile accounts receivable on a monthly basis
- Provides requested general ledger detail for program reporting
- Other accounting related duties as required

Qualifications

- Successful completion of Grade 12
- Successful completion of a Post-Secondary Diploma in a related field or equivalent combination of training, and experience
- Highly organized with a strong eye for detail
- Experience with accounting software, preferably Adagio
- Proven high degree of confidentiality
- Ability to work in a changing, dynamic, and high stress environment
- Effective interpersonal relations and ability to work within a team environment
- Valid Class 5 driver's license with access to a vehicle
- Pass a criminal record check
- Preference will be given to qualified Aboriginal applicants

Only applicants granted an interview will be contacted.

Deadline to apply is : January 29th 2016 by 4:30pm

Submit your resume, references, and covering letter stating how you meet these qualifications to:
Manager of Finance and Administration – Melanie Touchie
PO Box 18 Tofino, BC V0R 2Z0

Email: jobs@tla-o-qui-aht.org Fax: 250.725.3352

Or drop at the office in a sealed envelope at # 1119 Pacific Rim Highway, Tofino

Tla-o-qui-aht Childcare Needs Assessment – Parent Survey

The Tla-o-qui-aht Education Department wants to learn about the childcare needs of our community. You can help us by filling out this short survey.

When you complete the survey, you can choose to have your name entered into a draw for prizes. The top prize is a \$100 save on foods gift card.

Thank you for your help with this survey!

1. How many children do you have in each of these age groups?

0 to 18 months:

18 months to 3 years:

3 years to school age:

School age (to 12 years):

2. How many of your children are in childcare now?

3. How many of your children need child care?

4. What type of childcare are you currently using? Check all that apply.

Care by family members

Childcare Centre for children under 3 years old

Childcare Centre for children over 3 years old

Family childcare home

School age childcare

Not currently using childcare

Other (please

specify) _____

5. Would you be interested in having access to high-quality licensed childcare in your community?

6. What hours and days do you/ would you use childcare?

Full days (5 days a week)

Half days (5 days a week)

Part week (2 or 3 days a week)

- Half days part week (2 or 3 half days a week)
- Before and after school
- Other (please specify) _____

7. Why do you need childcare? Check all that apply.

- I Work full time
- I Work part time
- Seeking work
- Attend education program
- Attend training program
- Need respite
- Child development/ socializing for my child
- Don't need childcare now
- Other (please specify) _____

8. Do you access day care subsidy?

- Yes
- No
- Not applicable
- not currently using child care

9. How much do you pay now for childcare (for each day OR month)?

- Each day
- Each month
- Not using childcare now

10. How much can you afford to pay for child care (for each day OR month)?

- Each day
- Each month

11. What barriers to finding and using childcare have you experienced? Check all that apply:

- Location is not convenient
- Too expensive
- Hours don't work for me
- No spaces available
- No transportation
- Don't qualify for subsidy

Not culturally supportive
 Other (please specify) _____

12. What type of childcare would you like to be able to find and use? Check all that apply:

- Care by family members
- Childcare Centre for children under 3 years old
- Childcare Centre for children over 3 years old
- Family childcare home
- Preschool
- School age childcare
- Don't need childcare now
- Other (please specify) _____

13. What hours and days do you need child care?

- Full days (5 days a week)
- Half days (5 days a week)
- Part week (2 or 3 days a week)
- Half days part week (2 or 3 half days a week)
- Before and after school
- Don't need child care now
- Other (please specify) _____

14. Does your child (or children) require extra help or support?

- Yes
- No
- Don't know

If yes, please explain.

15. What is most important for you in choosing a child care setting for your child? Check all that apply.

- Staff education
- Staff experience
- Nuu-chah-nulth staff
- Hours of operation

- Quality and variety of activities
- Location
- Nuu-chah-nulth culture and language programming
- Affordability
- Space available
- Number of Children
- Safety
- Close to my training/education
- Other (please specify) _____

16. Is your household headed by two parents or a single parent?

- Single parent
- Two parents

17. What best describes your current situation? Check all that apply.

- At home parent
- Work full time
- Work part time
- Seeking work
- Attend education program
- Attend skills training program
- Other (please specify) _____

18. Where do you currently live?

- Opitsaht
- Long Beach
- Tofino
- Other

19. Where do you currently work/ go to school or training?

- Opitsaht
- Long Beach
- Tofino
- Ucluelet
- Other

20. Is your work seasonal or year round?

___ year round

___ Seasonal

If seasonal please explain hours/ months of employment:

21. Where would you take your child to day care if it was available?

___ Opitsaht

___ Long Beach

___ Tin Wis

___ Other

22. Is there anything else you would like to tell us about the need for childcare in your community? Please comment here.

To thank you for your time, we would like to enter your name into a draw for prizes. If you would like us to enter you into the draw, please provide us with your contact information. We will keep this information separate from the rest of the survey so that the survey results are anonymous and confidential. This information is for the purpose of a prize draw only.

Thank you for helping us with this survey! We will use this information to help address the childcare needs of Tla-o-qui-aht citizens.

Name: _____

Phone: _____

Email: _____



Alberni Valley
EMPLOYMENT CENTRE
Job Listings for Tofino

This page is updated daily with local postings from newspapers, the Internet, and direct from employers. Due to the wide range of possible sources, not all jobs can be included on our site, and we only include listings for jobs in our immediate area. Job-seekers are strongly encouraged to check for additional postings on other websites, like those listed in the Job Postings section of our Links page.

Postings on this page are not screened. The Alberni Valley Employment Centre is NOT responsible for their content or arrangements made between employers and employees. *Please apply for jobs exactly as instructed in the How To Apply section or by following the links provided.*

Jobs without specified deadlines are listed for two weeks

Job Number	Job Title	Employer	Date Posted	Apply By
13579	Administrative Assistant CR 04	Pacific Rim National Park	Jan 11	Jan 20
13578	Housekeeper	Marina West Motel	Jan 11	Feb 5
13572	All Front of House & Kitchen Positions	Shelter Restaurant	Jan 8	Mar 15
13571	Guest Service Manager	Long Beach Lodge Resort	Jan 8	Jan 31
13570	Outdoor Guide	Clayoquot Wilderness Resort	Jan 8	Jan 29
13566	Spa Practitioner	Black Rock Oceanfront Resort (Ucluelet)	Jan 7	Jan 22
13565	Events Lead (Banquet Captain)	Black Rock Oceanfront Resort (Ucluelet)	Jan 6	Feb 6
13564	Room Attendants(s)	Black Rock Oceanfront Resort (Ucluelet)	Jan 6	Jan 15
13554	Enumerator	Statistics Canada	Jan 6	Feb 17
13552	Crew Leaders	Statistics Canada	Jan 6	Feb 17
13550	Switchboard Clerk	Vancouver Island Health Authority	Jan 5	Jan 19
13549	Various Positions	The Wickaninnish Inn	Jan 5	Jan 31
13533	Family Practitioner	Tonquin Clinic	Dec 30	Mar 23
13532	Construction Labourers and Carpenter Apprentices	Kinetic-Construction	Jan 5	Jan 11
13530	Post Office Assistant	Canada Post	Dec 29	Jan 11
13529	Room Attendant	Long Beach Lodge Resort	Dec 29	Jan 15

Job Number	Job Title	Employer	Date Posted	Apply By
<u>103870</u>	<u>Mortgage Specialist</u>	<u>RBC</u>	<u>Dec 29</u>	<u>Jan 25</u>
<u>13512</u>	<u>Front Desk & Administration Agent</u>	<u>Marina West Motel</u>	<u>Dec 18</u>	<u>Jan 15</u>
<u>13500</u>	<u>Guest Experience / Pharmacy Assistant</u>	<u>Pharmasave Health Centre</u>	<u>Dec 16</u>	<u>Jan 31</u>
<u>13494</u>	<u>Night Time Food Service Supervisor</u>	<u>Tony's Pizza Tofino</u>	<u>Dec 11</u>	<u>Jan 29</u>
<u>13379</u>	<u>Customer Experience and Acquisition Manager</u>	<u>Ocean Outfitters</u>	<u>Nov 6</u>	<u>Mar 2</u>
<u>13375</u>	<u>Light Duty Cleaner</u>	<u>Pacific Sands Beach Resort</u>	<u>Nov 4</u>	<u>Mar 2</u>

3 Resource Centers To Serve You:

Port Alberni

4805-B Mar Street
 Port Alberni, BC V9Y 8J5
 Phone: (250) 724-4560
 Fax: (250) 724-4565
info@avemployment.ca
 Hours: 8:30 am to 4:30 pm, Monday
 to Friday

Tofino

381 Main Street, Box 1050
 Tofino, BC V0R 2Z0
 Phone: (250) 725-8805
 Fax: (250) 725-2845
wcinfo@avemployment.ca
 Hours: Monday, Wednesday & Friday,
 9:00 am to 4:00 pm (closed from
 12:00 - 1:00 for lunch)

Ucluelet

101-1801 Bay Street, Box 38
 Ucluelet, BC V0R 3A0
 Phone: (250) 726-4243
 Fax: (250) 726-2975
wcinfo@avemployment.ca
 Hours: Tuesday & Thursday, 9:00 am
 to 4:00 pm (closed from 12:00 - 1:00
 for lunch)



Pacific Rim Hospice Society

W. www.pacificrimhospice.ca T/F. 725.1240

240 Neill Street PO Box 7, Tofino, BC V0R 2Z0

E: ed@pacificrimhospice.ca

♥ ONE-TO-ONE SUPPORT

Trained volunteers provide support for those facing life-threatening or debilitating illness or injury.
Companioning for individuals who are not sick or dying but could use some help
Healing touch & music for healing
Short-term clinical counselling available

♥ GRIEF SUPPORT GROUPS

Hospice provides adults with a seven-week structured grief group
Walking group, art group... *what would you like?*
Teen and children's groups are available upon request

♥ RESPITE

Hospice volunteers offer their time to allow caregivers time to rest and attend to other essential activities of living

♥ VIGIL SERVICES

Volunteers offer their time to sit with an individual and family in need of support or relieve them during the last 72 hours of life to allow time to rest

♥ BEREAVEMENT FOLLOW-UP

Telephone and/or written support and information to people who have lost a loved one

♥ HOSPICE LENDING LIBRARIES

Books and DVDs on caregiving, dying, grief, healing and spirituality may be borrowed from the Hospice office in Tofino and through the Westcoast Community Resources Society in Ucluelet

♥ ADVANCE CARE PLANNING

Hospice provides materials and guidance for individuals interested in expressing their wishes and instructions for future health care treatment.

♥ WORKSHOPS AND TRAINING

Hospice offers workshops and training for volunteers and community members

All our services provided at no cost.

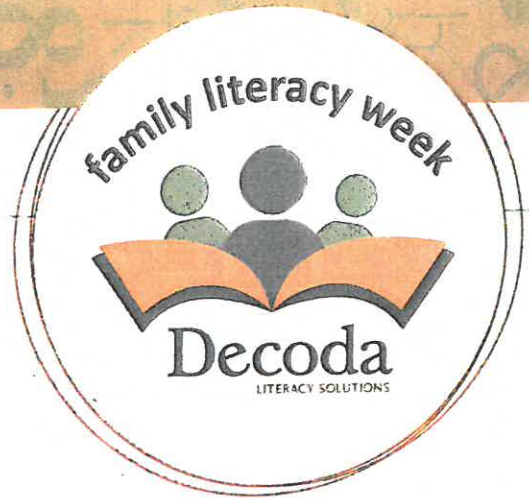
Check out our website: www.pacificrimhospice.ca



Like us on Facebook: Pacific Rim Hospice

Let's Play Together!

Let's Enjoy Quiet Time: Toddlers



Literacy begins at home and grows through quiet play. Children naturally gain skills during play activities. Here are some easy and fun quiet activities that support your toddler's development:

Read picture books aloud. Talk about the pictures. This shared activity is one of the best ways to support literacy development. Looking for ideas and reading material? Visit your public library.



Sing or listen to lullabies. Just before naps and bedtime, soft music is calming.

Draw with crayons, pencils and markers. You may not recognize what your child is drawing at first, but they can tell you about it.



Talk together about everyday things as well as special things. A conversation helps to develop oral language and can share family stories and values.

Make treasure baskets. Fill a box or basket with child safe objects that have different shapes, textures, sizes and colours. Then provide time to explore the contents. This can be an opportunity for counting and sorting as well as discovery. Try adding measuring cups, spoons, toys, pieces of fabric, little boxes, or pom-poms.



During these activities, your child:

- Learns new words
- Learns that words are made up of different sounds
- Practices using words to talk about things and express feelings
- Develops a sense of rhythm and rhyme
- Learns about colour, shape, size, and texture
- Develops eye-hand coordination and small muscle control

And, all these skills are important for learning to read, write and use numbers.



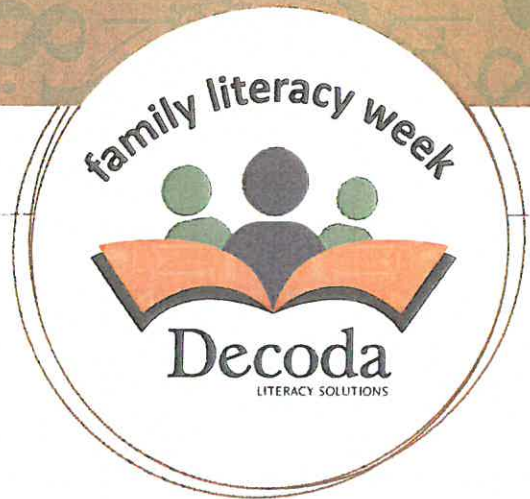
coastal family
RESOURCE COALITION

www.coastalfamilyresources.ca

For more playful family fun ideas, visit www.decoda.ca

Let's Play Together!

Let's Enjoy Quiet Time: Preschoolers



Literacy begins at home and grows through quiet play. Children naturally gain skills during play activities. Here are some easy and fun quiet activities that support your preschool child's development:



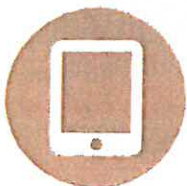
Read aloud. This shared activity is one of the best ways to support literacy development. Looking for ideas and reading material? Visit your public library.

Play board and card games together. Games designed for preschoolers support the practice of skills such as colour and shape recognition, counting, and matching.



Make crayon rubbings. Place a piece of paper over a textured surface or object, and rub the side of a crayon on the paper. Try different objects such as coins, leaves, a comb, sandpaper, and a flat Lego brick. Hunt for other things you could use to make crayon rubbings.

Explore indoors and outdoors with a child-friendly magnifying glass. Guess what something will look like magnified. Talk about what you're seeing.



Use technology together. While screen time should be limited for young children, there are several interesting apps designed for this age group. The key is for parents and children to use technology to make things happen together.

During these activities, your child:

- **Learns new words**
- **Practices counting**
- **Learns about colour, shape, size, and texture.**
- **Develops eye-hand coordination and small muscle control**
- **Practices making choices and solving problems**

And, all these skills are important for learning to read, write and use numbers.



www.coastalfamilyresources.ca

For more playful family fun ideas, visit www.decoda.ca



Characteristics of Healthy Relationships

- You can trust them. They can trust you.
- There is no aggressive/unwanted physical contact or verbal put-downs.
- You share sexual relations when you both want – neither of you feel pressured or coerced.
- When you disagree with each other, you are both respectful – there is no shouting and yelling or trying to always be right.
- You are both able to honestly communicate your wants, needs, emotions, concerns and achievements to each other.
- You encourage each other to be your best and do your best. You support each other's goals.
- You see yourselves as equals; no one is better or superior. There is no need to dominate.
- You support each other's healthy hobbies and interests.
- You and your partner have friends and interests outside the relationship. You encourage each other to socialize and do activities without each other as well as with each other.

If you are in, or have been in, a relationship that includes PHYSICAL VIOLENCE or MENTAL ABUSE, there is help.

Stopping the Violence (STV) Counselling Program



250.726.2343

*another free program provided by Westcoast Community Resources Society
serving Tofino, Ucluelet & surrounding communities*





Announcing another free program offered by
Westcoast Community Resources Society

Expressive Writing Workshops for Women

* *Memoir* * *Journal Writing* * *Poetry* *

TOFINO

- Mondays, 6.30 - 8.30 pm
- January 18 - March 14, 2016
(Excluding February 8)

UCLUELET

- Tuesdays, 6.30 - 8.30 pm
- January 19 - March 15, 2016
(Excluding February 9)



For information, workshop locations & registration

➡ Call **250.726.2343** ⬅

To speak with or leave a message for Robin

Create

* *Sharing writing will be encouraged, but is not required.* *

UCLUELET PARKS AND RECREATION PRESENTS

FREE FITNESS WEEK!

JANUARY 11-16, 2016

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
CHI GONG 10:30 - 11:30 am UCC Fitness Studio Jan Draeseke <i>FREE CLASS JAN 11</i>	WOMEN'S CIRCLE OF LAUGHTER 10:30 - 11:30 am UCC Fitness Studio Lorna Watson <i>FREE CLASS JAN 12</i>	DANCE FIT 55+ 9:00 - 10:00 am UCC Fitness Studio Sarah Hogan <i>FREE CLASS JAN 13</i>	ALIGNMENT FLOW YOGA 9:00 - 10:30 am UCC Fitness Studio Flickerine Stevens <i>FREE CLASS JAN 14</i>	WOMEN'S CIRCLE OF LAUGHTER 10:30 - 11:30 am UCC Fitness Studio Lorna Watson <i>FREE CLASS JAN 15</i>	LATIN FURY DANCE WKOUT 9:00 - 10:00 am UCC Fitness Studio Lyvi Rivera <i>FREE CLASS JAN 16</i>
AGELESS YOGA 3:30 - 4:30 pm UCC Fitness Studio Flickerine Stevens <i>FREE CLASS JAN 11</i>	LATIN FURY DANCE WKOUT 6:15 - 7:15 pm UCC Fitness Studio Lyvi Rivera <i>FREE CLASS JAN 12</i>	CHI GONG 10:30 - 11:30 am UCC Fitness Studio Jan Draeseke <i>FREE CLASS JAN 13</i>	BEGINNER YOGA 5:30 - 6:30 PM UCC Fitness Studio *PRE-REGISTER ONLY <i>FREE CLASS JAN 14</i>	SKATE DANCE 4:00 - 5:30 pm Seaplane Base Rec Hall Christina Lanoville <i>FREE CLASS JAN 16</i>	
TAI CHI PRACTICE 6:00 - 6:45 pm UCC Main Hall <i>basic skill set required</i> <i>FREE CLASS JAN 11</i>	KICKBOXING 7:00 - 8:00 pm UCC Fitness Studio *PRE-REGISTER ONLY <i>FREE CLASS JAN 13</i>		<p>Start the New Year off right with FREE FITNESS WEEK!</p>		
ALIGNMENT FLOW YOGA 6:30 - 8:00 pm UCC Fitness Studio Flickerine Stevens <i>FREE CLASS JAN 11</i>	YIN YOGA (RESTORE) 7:30 - 8:30 pm UCC Fitness Studio *PRE-REGISTER ONLY <i>FREE CLASS JAN 13</i>				



Ucluelet Community Centre - 500 Matterson Drive

WWW.UCLUELET.CA



Employment Opportunity

Administrative Assistant
(Assessment Management System Maximo Clerk)
CR-04

Parks Canada Agency
Pacific Rim National Park Reserve
Ucluelet, BC

***Anticipatory:** This process is intended to fill an anticipated temporary vacancy*

Selection Process: 2015-CAP-CBC-PR-OC-231
Employment Tenure: Temporary position, part time year-round
• January 2016 to December 14, 2017
Salary Rate: \$45,329 to \$48,928 per year, pro-rated (currently under review)
Language: English Essential
Vacancies: 1
Location: Pacific Rim National Park Reserve, Ucluelet, BC
Closing Date: 20 January 2016 at 11:59 pm, Pacific Time

Note: A qualifying List will be established and may be used in the future to fill similar positions of various tenures (temporary, seasonal, full-time, part-time)

Who can Apply?

- Persons residing or employed in Ucluelet, BC and within a 70 kilometre radius of Ucluelet, BC, within Canadian territory, extending to, amongst others: Port Alberni and Bamfield, BC.

Citizenship: Parks Canada Agency considers applications from all individuals who have legal status to work in Canada and does not give preference to Canadian citizens. Please indicate in your application the reason for which you are entitled to work in Canada: Canadian citizenship, permanent resident status or work permit.

Note: Parks Canada agency is committed to the principles of diversity and employment equity under the Employment Equity Act and strives to ensure that our workforce reflects the diverse nature of Canadian society. We encourage members of designated groups to self-identify on their application.

About the position:

Provides clerical and administrative/operational support services for the Technical Services Program at Pacific Rim National Park Reserve. The position supports a dynamic asset program by maintaining and updating the park asset inventory in an information management system, creating reports/work orders and other administrative activities.



What is required?

Education:

- A secondary school diploma, OR an acceptable combination of education, training and/or experience.

Language: English Essential

Experience:

- Recent and relevant experience* in entering, managing and manipulating data in an enterprise information management system**;
- Experience in verifying data within an enterprise information management system** to identify and correct problems;
- Experience manipulating data and creating reports in Microsoft Excel

Note: Candidates with the following experience will receive extra credits in the assessment portion of the selection:

- Experience using IBM-Maximo or other similar asset management information system;
- Experience working with asset data and equipment specifications.

Please Note: * *Recent and relevant experience implies at least two (2) years' experience within the past five (5) years, with that experience being within Canada.*

****For the purposes of this process, an enterprise information management system refers to a major Government of Canada IM/IT computer system for resource management, such as but not limited to SAP, Oracle, PeopleSoft, Maximo, that is national in scope.**

Conditions of Employment:

- Security Screening: Obtain and maintain Reliability Status

Operational Requirements:

- Possession and maintenance of a valid class 5 drivers license
- Willingness to wear a Parks Canada Uniform

General Inquiries?

Please contact Jackie Godfrey, Asset Manager at (250) 726-7522 or Jackie.Godfrey@pc.gc.ca

How to Apply?

Interested persons should carefully review the Statement of Qualifications. You must submit the following to Ms. Janet Busby by e-mail at: CoastalBC.HR@pc.gc.ca OR in person at: Pacific Rim National Park Reserve 2040 A Pacific Rim Hwy, Ucluelet, OR by fax at: (250) 654-4044.

You must provide the following information when submitting your application:



Canada



- Résumé;
- Completed Screening Questionnaire (attached below)
- Please indicate your preferred official language for correspondence and assessment.

Please quote selection process number: 2015-CAP-CBC-PR-OC-231

Applications must be received on or before 20 January 2016 at 11:59 pm, Pacific Time

Tips for applicants:

- Please provide complete and thorough details of your education and experience.
- Do not assume that the screening board has any previous knowledge of your background, qualifications, or work history.
- You must be specific and provide concrete examples/details for each Education and Experience element, as applications will be screened only on the information provided. One suitable approach is to use each screening criterion as a heading and then to provide a description outlining how you meet that criterion.
- Candidates will not be solicited for incomplete or (possibly) missing information. Failure to do so may result in your application being rejected.

Additional Information:

- Interviews will be conducted
- Written test(s) may be administered
- References checks will be conducted
- The Work Description is available upon request.
- Persons who have a priority entitlement as defined by the Parks Canada Agency Priority Policy and Guidelines will be considered first.
- Successful candidate(s) must meet and maintain the Conditions of Employment throughout their employment.
- You will be required to show how you demonstrate the essential qualifications (i.e. Education, Experience and/or Occupational Certification) for the initial screening through your resume, cover letter, and/or in answering online screening questions. It is NOT sufficient to only state that the qualifications are met or to provide a listing of current or past responsibilities. Rather you must clearly demonstrate HOW, WHEN, and WHERE the qualification was met through substantiated by examples.
- Information on your described skills, experience, etc. provided in a cover letter or screening questions should be supported by your resume. Failure to provide the above information in the format required may result in your application being rejected from the process.
- The Parks Canada Agency is established as a separate employer in the Federal Public Service under the Public Service Staff Relations Act. Persons appointed to the Agency continue to be part of the Public Service. The Parks Canada Agency operates under its own human resources framework outside of the Public Service Employment Act and in line with values of fairness, competence and respect, and its operating principles.
- In accordance with paragraph 8(2)(a) of the Privacy Act, information or material, whether provided directly by the candidate or otherwise obtained by the selection board, used during the selection process for the purpose of assessing a candidate may be used as part of the selection review and recourse processes. Such relevant information may be provided to third parties, such as other candidates or their representatives, who have a legitimate reason to be aware of that information.



SCREENING QUESTIONNAIRE:

Please answer the following four (4) questions related to your education and experience as outlined in the competition poster. Include as part of your resume or cover letter

1. Do you have a secondary school diploma, OR do you have an acceptable combination of education, training and/or experience?

If you answer Yes: please specify the school you graduated from, OR provide information to support the consideration of your application as meeting an acceptable combination of education, training and/or experience.

2. Do you have recent and relevant experience* in entering, managing and manipulating data in an enterprise information management system**?

If you answer Yes: please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates?

3. Do you have experience in verifying data within an enterprise information management system** to identify and correct problems?

If you answer Yes: please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates.

4. Do you have experience manipulating data and creating reports in Microsoft Excel?

If you answer Yes: please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates.

** Recent and relevant experience implies at least **two (2)** years' experience within the past **five (5)** years, with that experience being within Canada.*

***For the purposes of this process, an enterprise information management system refers to a major Government of Canada IM/IT computer system for resource management, such as but not limited to SAP, Oracle, PeopleSoft, Maximo, that is national in scope.*



Statement of Qualifications

**Administrative Assistant
(Assessment Management System Maximo Clerk)
2015-CAP-CBC-PR-OC-231
CR-04**

Parks Canada Agency, Pacific Rim National Park Reserve, Ucluelet, BC

APPLICANTS WILL BE SCREENED AGAINST THE FOLLOWING CRITERIA:

Education:

- A secondary school diploma, OR an acceptable combination of education, training and/or experience.

Language: English essential

Experience:

- Recent and relevant experience* in entering, managing and manipulating data in an enterprise information management system**;
- Experience in verifying data within an enterprise information management system** to identify and correct problems;
- Experience manipulating data and creating reports in Microsoft Excel

Note: Candidates with the following experience will receive extra credits in the assessment portion of the selection:

- Experience using IBM-Maximo or other similar asset management information system;
- Experience working with asset data and equipment specifications.

Please Note: * *Recent and relevant experience implies at least two (2) years' experience within the past five (5) years, with that experience being within Canada.*

****For the purposes of this process, an enterprise information management system refers to a major Government of Canada IM/IT computer system for resource management, such as but not limited to SAP, Oracle, PeopleSoft, Maximo, that is national in scope.**

SHOULD YOU CLEARLY DEMONSTRATE THAT YOU MEET ALL OF THE ABOVE, YOU MAY BE INVITED TO THE NEXT STEP OF THE ASSESSMENT PROCESS. AT THAT TIME, YOU WILL BE RATED AGAINST THE FOLLOWING CRITERIA:

Knowledge:

- Knowledge of work order management principles and practices in the field of facility management;
- Knowledge of Parks Canada assets and how they contribute to the agency's mandate(s).



Skills & Abilities:

- Ability to manipulate and validate data with MS Excel;
- Ability to accurately transpose data from a template to a corporate information management system;
- Ability to plan and organize own work to meet established deadlines;
- Ability to communicate effectively, both orally and in writing;
- Ability to effectively work as part of a multi-disciplinary team.

Personal Suitability:

- Exercises sound judgment;
- Makes things happen;
- Personally connects;
- Strives for excellence.

Conditions of Employment:

Security Screening: Obtain and maintain Reliability Status

Operational Requirements

Possess and maintain a valid class 5 driver's license

Willingness to wear a Parks Canada Uniform

(Ces renseignements sont disponibles en français sur demande.)

Administrative Assistant
(Assessment Management System Maximo Clerk)
Selection Process Number: 2015-CAP-CBC-PR-OC-231

Screening Questionnaire

Please answer the following FOUR questions related to your education and experience as outlined in the competition poster:

Question 1

Do you have a secondary school diploma, OR do you have an acceptable combination of education, training and/or experience?

If you answer yes: Please specify the school you graduated from, OR provide information to support the consideration of your application as meeting an acceptable combination of education, training and/or experience.

Question 2

Do you have recent and relevant experience* in entering, managing and manipulating data in an enterprise information management system**?

If you answer yes: Please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates.

Please Note: * *Recent and relevant experience implies at least **two (2)** years' experience within the past **five (5)** years, with that experience being within Canada.*

****For the purposes of this process, an enterprise information management system refers to a major Government of Canada IM/IT computer system for resource management, such as but not limited to SAP, Oracle, PeopleSoft, Maximo, that is national in scope.**

Question 3

Do you have experience in verifying data within an enterprise information management system** to identify and correct problems?

If you answer yes: Please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates.

Please Note: ****For the purposes of this process, an enterprise information management system refers to a major Government of Canada IM/IT computer system for resource management, such as but not limited to SAP, Oracle, PeopleSoft, Maximo, that is national in scope.**

Question 4

Do you have experience manipulating data and creating reports in Microsoft Excel?

If you answer yes: Please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates.

****For the purposes of this process, an enterprise information management system refers to a major Government of Canada IM/IT computer system for resource management, such as but not limited to SAP, Oracle, PeopleSoft, Maximo, that is national in scope.**

If you answer yes: Please describe with concrete examples, the nature and scope of your experience and indicate where it was acquired and the dates.



Tla-o-qui-aht First Nation Mens Group

When: Every Friday

Where: Tyhistanhis 78-A Wickaninnish Rd.

Time: 1:00 pm to 3:00pm

What is mens group

A safe place where men can support each other by sharing ideas, arts, struggles, achievements, a place where we can culturally support one another.

Please come out and share a coffee, this group is your group!

Any questions please call Chris Seitcher at 250-726-5073
(Quuasa Wellness Worker)

GRANT OPPORTUNITY

2016 Call for Projects and Research Award
NOW OPEN – Deadline March 3, 2016

www.clayoquotbiosphere.org



Call for Community Projects

The **Clayoquot Biosphere Trust** is a community foundation that works on behalf of the entire Clayoquot Sound Biosphere Reserve region. Our annual 'Call for Projects' provides grants to local organizations and communities that respond to regional needs and have long-lasting impacts in four areas: healthy communities, culture and events, youth and education, and research and environment.

Grant Value: maximum of \$8,000 for each project, with no multi-year funding.

Eligibility: Recipients must be a registered charity, education institution or local or First Nation government. If you have a project that you believe meets the CBT's mandate but are not an eligible organization, please contact us to discuss your project.

Biosphere Research Award

An award to fund research within the Clayoquot Sound Biosphere Reserve region that advances understanding of local marine and terrestrial conservation challenges and helps us to prioritize conservation actions. Research Proposals must address key species and ecosystem threats or a trend of degradation on target species or ecosystems of ecological and/or cultural importance. The research must apply to conservation action and support the spirit and intent of the UNESCO Biosphere Reserve designation. The CBT is looking for a participatory approach, one in which local community organizations and individuals collaborate with and contribute to all aspects of the project.

Grant Value: \$20,000, with no multi-year funding (although the research may extend past 2016).

Eligibility: Organizations must be a registered charity, education institution, or local or First Nation government. Lead Applicants must have completed, or be near completion of, a relevant graduate degree and have current affiliation with an eligible organization.

Important Information

Applications open: January 6th, 2016

Deadline: **March 3rd, 2016, 4pm PST**

Award announcement: by April 22, 2016

All eligibility information, guidelines, and application forms are available at:

clayoquotbiosphere.org/grants

CBT is here to help!

Wondering if your project is eligible? Need help filling out the application? Drop by our Tofino office at 316 Main St, give us a call at 250.725.2219 or email:

grants@clayoquotbiosphere.org

From February 1st to 12th the CBT will hold a series of drop-in sessions to help with completing applications. Stay tuned for dates and a location in your community!

DEADLY OVERDOSE ALERT

There has been an increase of reports of overdoses needing emergency medical attention after consuming substances.

This may be **FENTANYL**.

FENTANYL is has been related to an increase in overdoses and deaths.

FOR YOUR SAFETY:

- ✓ Avoid using this drug where possible
- ✓ Do not use alone and know how to respond to overdose
- ✓ Test by using small amounts first
- ✓ If you inject, reduce the amount and inject slowly
- ✓ Do not mix drug - with alcohol or other drugs
- ✓ Take naloxone training to get a kit
- ✓ **Call 911 immediately** if something doesn't feel right
- ✓ If someone is unconscious, **GIVE BREATHS** until help arrives

TO RESPOND TO SOMEONE WHO IS NOT RESPONSIVE:

CALL 911 immediately and **PROVIDE BREATHS** until naloxone is administered and/or they are breathing on their own.

Find out where to get overdose prevention and response training and a naloxone kit close to you:

Date Posted: January 7, 2016



Census jobs

Are you interested in working in your community?

Period of employment:

varying employment periods between January and July 2016, depending on the location of the assignment

Rate of pay:

Enumerator (or equivalent positions) will be paid \$16.31 per hour plus authorized expenses

Supervisors will be paid \$19.91 per hour plus authorized expenses

In select Northern and Remote Communities:

Enumerators (or equivalent positions) will be paid \$19.92 per hour plus authorized expenses

Supervisors will be paid \$24.25 per hour plus authorized expenses

Type of work:

short-term work in your community

Requirements:

must be 18 years of age or older and eligible to work in Canada



Apply now / tell a friend

www.census.gc.ca

1-877-325-2016

TTY (a telecommunications device for people who are deaf): 1-866-753-7083



Statistics
Canada

Statistique
Canada

Census jobs
census.gc.ca
1-877-325-2016
TTY/ATS: 1-866-753-7083

Emplois au recensement
recensement.gc.ca
1-877-325-2016
TTY/ATS: 1-866-753-7083

Census jobs
census.gc.ca
1-877-325-2016
TTY/ATS: 1-866-753-7083

Emplois au recensement
recensement.gc.ca
1-877-325-2016
TTY/ATS: 1-866-753-7083

Census jobs
census.gc.ca
1-877-325-2016
TTY/ATS: 1-866-753-7083

Emplois au recensement
recensement.gc.ca
1-877-325-2016
TTY/ATS: 1-866-753-7083

