

Ditidaht Development Corporation

2024 Seasonal postings



WCT Guardians: 4 positions

Duties include but are not limited to:

- ***Trail maintenance:***

- Ensure the trail is clear of hazardous debris.
- Maintain trail width by clearing and cutting brush.
- Emergency repairs of boardwalks.
- Maintenance of composting toilets and restocking supplies.
- Report any concerns or safety issues.

- ***Visitor experience:***

- Advise hikers of safety concerns, wildlife problems, weather, and fire bans.
- Share Ditidaht First Nations' cultural and traditional knowledge of the area.
- Warn of Culturally significant areas or sites and the expected behavior.
- Guide or provide information about the area they are in and where they are going.

- ***Prevention and safety:***

- Render emergency first aid while waiting for VS staff.
- Provide staff first aid assistance when required, including documentation and reporting.
- Understand and follow radio protocols.
- Operate equipment and boats safely.

- ***Wildlife monitoring and reporting:***

- Report any wildlife interactions and or concerns:
- Document any encounters.

- ***Training and skills:***

- Ability to work in a camp setting or tent when required.
- Work long days, shift work. Fit to hike 10-15 km if required in a day.
- Possessing an SVOP ticket, med A3, first aid, chainsaw safety course, radio operators ticket, and a driver's license is considered a strong asset, and preference will be given to them.

Campground Customer Service:

Duties include but are not limited to:

- Answering phones and checking emails.
- Check in guests.
- Direct guests to their site.
- Provide campground information and rules.
- Maintain reservation list.
- Maintain a clean office.
- Ensure access is safe and clear of any hazards.
- Interact with guests.
- ***Skills and training:***
- *Computer skills using Word, Excel, and email programs.*
- *Good verbal and writing skills.*
- *Ability to work weekends, evenings, and or stat holidays.*

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Campground maintenance:

Duties include but are not limited to:

- Brushing sites to remove overhanging brush and limbs.
- Raking sites in preparation for guest arrivals.
- Remove garbage and debris.
- Stock pit toilets with supplies.
- Maintain pit toilet cleanliness.
- Report any hazards.
- Cut any grassy areas as required.
- Maintain maintenance equipment in good working order.
- Skills and training:
 - Ability to multi-task
 - Good communication skills.
 - Knowledge of VHF radio use.
 - Lift 15-25 lbs. daily.
 - Work weekends, and or stat holidays.
 - Tasks are repetitive.
 - First aid ticket

WCT Orientation Customer Service: 2 positions

Duties include but are not limited to:

- Greet Hikers upon their arrival.
- Answer phone calls and emails.
- Provide West Coast Trail orientation services to all the hikers, with the provided West Coast Trail orientation PowerPoint package.
- Share the current tide table and map for their trip.
- Guide the group to the boat launch loading area.
- Oversee the daily financial aspects, including the POS machine.
- Daily closeout reporting.
- Ensure hikers have the required passes for their trip and sell required passes as applicable.
- Collect fees as required.
- Check out all hikers who exit the West Coast Trail via Nitinaht in the booking system.
- Maintain office cleanliness and remove garbage daily.
- Basic facility upkeep.
- Good written and verbal communication skills.
- Basic fundamental skills with word and Excel programs.

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Housekeeper/custodian:

Duties include but are not limited to:

- Ability to work in a fast-paced environment.
- Ability to follow best practice cleaning procedures.
- Sweep, mop and dust.
- Disinfect high-contact surfaces.
- Wash and prepare linens.
- Changing sheets and making beds.
- Dispose of garbage and recycling material.
- Report any room damage or missing items.

Tasks are repetitive.

Ability to move or carry 30 lbs. daily.

We are bending, twisting, and kneeling.

Skills, training, and requirements.

- BSW 1 or equivalent experience
- Driver's license preferred.
- First aid ticket
- WHMIS

Resumes and related documentation can be emailed to terrygedgar@gmail.com or left in my mail slot at the DFN Administration office, on or before 3 pm April 4th, 2024.

In your cover letter please include the area that you wish to apply for.

Questions can be directed to terrygedgar@gmail.com or 250-730-0828.