



# Employment Opportunity

*WFN fosters a workplace environment that is diverse, inclusive, collaborative, healthy, and reflective of Syilx values and culture.*



## Archaeology Summer Student – Term Full Time

### Who We Are

Located within the traditional unceded territory of the syilx people, Westbank First Nation (WFN) is a progressive and prosperous self-governing First Nation. WFN is dedicated to promoting a healthy and prosperous future to ensure its continued existence as a strong political, social and cultural community.

Westbank First Nation values Equality, Honesty and Fairness, Respect, Integrity, Accountability and Transparency, Sustainability, Understanding, Confidentiality and Efficiency.

### About this Opportunity

Reporting directly to the Manager of Archaeology, the Archaeology Summer Student will support services to the Archaeology staff and crew members. Demonstrated ability to perform fieldwork collaboratively with crew members, along with proficiency in navigating remote backcountry environments.

### Want to know more? You will..

- Provides a variety of administrative support and clerical assistance to the Archaeology Supervisor and the archaeology crewmembers
- Performs general office functions including answering the phone, greeting guests, ordering supplies, and maintaining an organized reception area
- Books meeting rooms and invites attendees, and arranges logistics for meetings (i.e. food, equipment, seating arrangements)
- Travel to the Eastern boundary of Westbank First Nation's Area of Responsibility
- Take field notes regarding archaeology findings, ensure environmental and archaeological protections during all projects
- Performs all duties and responsibilities in accordance with the Westbank First Nation policies, standards, and procedures, and as assigned by the Manager of Archaeology and Senior Researcher

### Must Haves:

- Currently enrolled in a post-secondary program in archaeology, anthropology, or a related discipline is preferred
- Criminal Record Check with results acceptable to WFN
- Successful completion of WFN's workplace physical demands assessment
- Valid BC Driver's License with acceptable driver's abstract

*Community. Leadership. Pride.*

### **Perks of Working at WFN:**

- Competitive compensation package including 3 weeks' vacation
- Extended Health Care (including Vision and Paramedical Services), Dental, Basic Life Insurance, Employee Assistance Program, and Health Spending Account
- Municipal Pension Plan membership
- Access to Big White Season Passes (Summer & Winter)
- Employee Recognition Program
- Access to LinkedIn Learning for Professional Development

The median hourly wage for this position is \$23.00 per hour

### **Application Details:**

To review the full job description and to learn more about Westbank First Nation please visit our website at <https://www.wfn.ca>.

All applications must be submitted through our [Employment Opportunities](#) page. Ensure you attach your cover letter and resume. Incomplete or late submissions will not be accepted.

**This opportunity will close at midnight on Sunday, May 10, 2026**