

**ORGANIZATION:** Le7 te Melámen Society  
**LOCATION:** Kamloops, BC  
**POSITION:** Post-Secondary Summer Student  
**EMPLOYMENT TYPE:** Term: May 4, 2026 – August 21, 2026



### **The Organization:**

Our mission is to establish a dynamic non-profit organization that enriches the quality of life in Secwépemcúlecw. Le7 te Melámen Health Society (LtMHS) is passionately committed to enhancing the well-being of the Secwépemc Nation and its 16 communities through a culturally focused approach, ensuring the safety and well-being of Indigenous families.

### **The Position:**

The Post-Secondary Summer Student will support the delivery of community health programs and services at Le7 te Melámen Health Society. This position provides an opportunity to gain hands-on experience in a community-based health organization while contributing to program coordination, administrative functions, and cultural activities.

#### **Key Responsibilities:**

- Demonstrate familiarity with Secwepemc culture and traditions.
- Provide general administrative support, including data entry, filing, and document preparation.
- Assist in the coordination and delivery of health programs, workshops, and events.
- Prepare program materials and resources as required.
- Assist with on-the-land activities, including harvesting melámen and supporting related land-based practices.
- Assist with logistical planning and setup for meetings and events.
- Perform other related duties as assigned.
- Ability and willingness to participate in gatherings and/or events as required.
- Maintain a high level of integrity when handling confidential and/or sensitive information.
- Maintaining a clean, organized work area.

#### **Requirements and Qualifications:**

- Good organizational and time management skills.
- Effective written and verbal communication skills.
- Ability to work independently and as part of a team.
- Basic computer skills, including Microsoft Office applications.
- Interest in community health and wellness, particularly within Indigenous communities.
- Willingness to participate in outdoor and on-the-land activities.
- Must be between the ages of 15 and 30.
- Must have been registered as a full-time student during the previous academic year and intend to return to full-time studies in the next academic year.
- Must not hold another full-time summer position.
- Must have a valid Social Insurance Number at the start of the program.
- Must reside within the SNTC ISET catchment area.

#### **Total Rewards:**

Hourly Wage of \$20.00, based on ISET funding allotment.

In accordance with the LtMHS Human Resource Policy Handbook, the first priority will be to hire qualified persons of Secwepemc ancestry. Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Indigenous ancestry.

If you are interested in this position, please submit your resume, cover letter, and references by email to [pm@ltmhs.org](mailto:pm@ltmhs.org) referencing "LtMHS SS" in the subject line. This posting will remain open until the position is filled. LtMHS thanks all applicants for their interest; however, only those selected for an interview will be contacted.