



CHAMPAGNE AND AISHIHIK FIRST NATIONS

SHORT TERM SERVICE

Expression of Interest – POSTED JUNE 23, 2026

CAFN Annual General Assembly
July 17-19, 2026 - Champagne Hall, YT

Head Cook (1)

Salary: \$600.00/day (for a total of 5.5 days)

Certification:

- Red Seal Certification (Preferred). Food Safe Level I & II required. First Aid.

Conditions:

- The Head Cook is a professional role responsible for overseeing an efficient, well run, kitchen and cleaning operation for the Annual General Assembly
- Responsible for the verification of the food and supplies order and pick up (to ensure all food is accounted for), preparation of all meals, for overseeing the full coordination and organization of meal services for the Annual General Assembly
- Must be able to plan a nutritious MENU B/L/D, including a Friday BBQ, and a Saturday Banquet Feast for 200 + people, and seek approval of the menu by the Governance Department
- Coordinate shopping for the amount of people they are cooking for, within budget
- Must be able to lead and delegate duties to the kitchen staff (including cleaners)
- Must identify any leftover foods and supplies, and confirm a distribution plan with the Governance Department
- Ensure the final cleanup of the hall and kitchen is completed, which must include disposal of garbage
- Must complete a final inspection, with the Governance Department

Assistant Cooks (2)

Salary: \$550.00/day (for a total of 4.5 days)

Mandatory Certification:

- Food Safe Level I required. First Aid would be an asset.

Conditions:

- Help the Head Cook to deliver all meals for the 2026 Annual General Assembly
- Must be able to assist with the shopping for the amount of people they are cooking for in budget
- Must be able to help unload and organize the groceries on delivery to GA site
- Help prep prior to the General Assembly as per the Head Cook training
- Assist with the cleanliness of the food prepping and of food delivery areas
- Other duties as per the head cook's direction

Cook's Helper (2)

\$450.00/day (4.5 days)

Mandatory Certification:

- Food Safe Levels I is an asset; First Aid would be an asset

Conditions:

- Help with the delivery of all meals for the General Assembly
- Must be able to help unload and organize the groceries on delivery to GA site
- Help prep prior to the General Assembly as per the Head Cook direction
- Dishwashing and keeping the Beverage Station stocked and clean
- Assist with the cleanliness of the food prepping and of food delivery areas
- Other duties as per the head cook's direction

Bull Cook/Kitchen Help (1)

\$400.00/day (3.5 days)

- Food Safe Level I would be an asset; First Aid would be an asset.
- Help cooks where required and with heavy lifting
- Ability to lift 10-50 lbs., other duties as per the Head Cook's direction.
- Keep campfire going if required and Assist Head Cook where required

GA Site Cleaners & Sanitizers (2)

\$250.00/day (3 days)

- Ensure to keep the GA meeting hall, booth tent and GA grounds clean and tidy
- Clean up tables and venue after all meals and coffee breaks
- Ensure steady garbage and recycling bins are emptied on GA site
- Ensure all washrooms and port-a-potties are cleaned, sanitized, and supplies well stocked daily

All positions are: Responsible for providing their own transportation to and from the place of employment. **All applicants must submit: Vulnerable Sector Check, and an updated resume with copies of all updated certificates. CAFN's Human Resources Policy will apply.**

CAFN will not be responsible to submit anyone's resume or name via a phone call or email instruction.
We thank all those who apply but only those selected for further consideration will be contacted.

Application deadline: 3:00 pm on Friday, July 3, 2026

Send current Resumes to:

Millie Joe, Events and Special Projects Coordinator
Champagne & Aishihik First Nations

Phone: (867) 634-5243

Or (867) 634-4200 ext. 233 or Email: mjoe@cafn.ca