

MANAGER OF COMMUNITY RELATIONS

Field	Indigenous and Community Relations
Type	Full-Time, Permanent
Location	Merritt, BC
Reports To	VP, Indigenous and Community Relations
Travel	Travel within n̓eʔképmx Territory is required. Occasional travel to other parts of British Columbia and Canada may be required

ABOUT WESTHAVEN DUNDEE JOINT VENTURE

Westhaven Dundee Joint Venture (“Westhaven Dundee JV”) is a mineral exploration and development partnership between Westhaven Gold Corp. and Dundee Corporation, focused on advancing gold and silver projects within Nlaka’pamux Territory.

Our team brings decades of experience in the responsible discovery, development, and operation of mineral projects across Canada and internationally. We believe that strong relationships with Indigenous Nations and local communities are essential to responsible exploration and the successful advancement of projects toward development.

As our projects continue to grow, we’re building a team that reflects the ambition of our work. We’re looking for motivated, hardworking, and collaborative people who are eager to grow their careers while helping shape the next chapter of the Shovelnose Project.

ABOUT THE ROLE

Westhaven Dundee JV is seeking a Manager of Community Relations to play a key leadership role in guiding the organization’s engagement, partnerships, and initiatives within n̓eʔképmx Territory and with its communities. This position ensures that the voices, perspectives, and rights of the n̓eʔképmx are at the centre of all work taking place in their Territory.

As a locally based n̓eʔképmx Leader, the Manager brings deep knowledge of the Nation, n̓eʔképmx culture and values, and the communities’ priorities. The role is responsible for building



strong relationships with partners, advising the company's senior leadership on n̓eʔkəpmx communities and n̓eʔkəpmx Nation-specific matters, and helping shape programs and policies that support community wellbeing.

This is a culturally grounded, community-first leadership role that recognizes lived experience, local insight, and n̓eʔkəpmx ways of knowing as core strengths.

KEY RESPONSIBILITIES

Community Connection & Relationship Building

- Build and maintain meaningful, trust-based relationships with n̓eʔkəpmx communities, Elders, Knowledge Holders, organizations, and governments (local and provincial).
- Act as a key liaison between the company and n̓eʔkəpmx communities, ensuring open and clear communication and mutual understanding.

Strategic Advice & Cultural Guidance

- Provide advice to Westhaven Dundee JV leadership and staff on n̓eʔkəpmx priorities, protocols, and worldviews.
- Ensure n̓eʔkəpmx perspectives are integrated into programs, services, and decision-making.
- Lead the Cultural Training for all company staff, including Westhaven Dundee JV Board of Directors, and act as an advisor to the Executive and Board in this regard.

Program Support & Policy Input

- Work with the internal team to ensure that programs and employees are respectful and responsive to local needs.
- Support the co-development of initiatives with the community and n̓eʔkəpmx partners.

Representation & Advocacy

- Represent the company in meetings, forums, and events across n̓eʔkəpmx Territory, British Columbia, and nationally.
- Advocate for approaches that uphold n̓eʔkəpmx rights and title, and community-led development.



Supervising

- This role will supervise the Community Engagement Liaisons.
- Oversee the Engagement Record and Issues Tracker.

Capacity Building & Mentorship

- Contribute to building nleʔképmx leadership capacity within the company.
- Mentor employees and help foster cultural safety within the workplace.

Specific Responsibilities and Tasks

Community Level

- Organize community outreach programs and assist in promoting and coordinating meetings in nleʔképmx communities.
- Assist with the drafting and distribution of communications to nleʔképmx communities.
- Attend relevant events and activities to represent the company and build strong relationships with community members, Elders, and Knowledge Holders.
- Respond to inquiries from community members and other parties, and work with other company team members to ensure that information is provided to address inquiries.
- Assist with social media content.
- Maintain community event tracker and plan for company participation where appropriate.
- Track, create, and manage training opportunities for nleʔképmx staff members and broader staff.

Government and Province Level

- Assist with the development and delivery of government affairs strategies to promote the company's goals and objectives.
- Monitor legislative and regulatory activities at the local, regional, and provincial levels.
- Build and maintain relationships with nleʔképmx Leadership.
- Attend and participate in nleʔképmx community meetings, including Chief and Council meetings, General Band meetings, and community engagement events with the Company.
- Build and maintain relationships with government officials, policymakers, and other key influencers.
- Represent the Company at meetings, conferences, and other relevant events.



- Collaborate with internal team members to analyze the impact of proposed regulations and legislation on the company and assist with the development of appropriate responses and action plans.
- Assist with the preparation and delivery of presentations, reports, and other materials.

QUALIFICATIONS & EXPERIENCE

- Preference to nleʔképmx Nation members and those with connections to the Nation
- Deep understanding of nleʔképmx culture, language, and communities
- At least two years of experience in public relations or a related field
- Strong verbal and written communication skills
- A working knowledge of computer skills with spreadsheets, presentations, and documents
- Outstanding interpersonal skills and an ability to work effectively as part of a team
- Ability to manage sensitive subjects with tact, kindness, and professionalism
- Strong knowledge of government processes, legislative and regulatory frameworks is an asset
- Ability to travel as needed for meetings, conferences, and other relevant events, including a Class 5 Driver's License, or the ability to obtain it within 6 months

BENEFITS

Westhaven Dundee JV offers a competitive compensation and benefits package, opportunities for professional development, and the chance to be part of a collaborative team committed to responsible mineral exploration and development, and building meaningful relationships with local communities.

For nleʔképmx Nation members or those with connections to the Nation, Westhaven Dundee JV will provide 3 paid and 2 unpaid cultural days per year as well as flexibility to participate in nleʔkepmxcín classes during the workday.

The expected salary range for this position is \$120,000 to \$150,000 annually, with the final offer determined based on the successful candidate's qualifications, experience and demonstrated competencies.



WHY JOIN WESTHAVEN DUNDEE JV?

At Westhaven Dundee JV, relationships matter. We are committed to working collaboratively with nle?képmx communities through open communication, respect, and shared opportunities.

As the Community Engagement Liaison, you will play an important role in helping build lasting relationships while supporting community participation, employment opportunities, and meaningful engagement.

If you are passionate about your community and enjoy connecting with people, we encourage you to apply.

HOW TO APPLY

Qualified candidates are invited to submit a resume and cover letter to careers@westhavengold.com.

All Applicants **MUST** be legally entitled to work in Canada. Priority hiring consideration will be given to Indigenous Nations members who reside within the territories where our projects are located.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.