



Siksika Family Services Corporation
SIKSIKA EMPLOYMENT & TRAINING SERVICES
Siksika Labour Market Information Project Surveyor
Temporary Full Time
08/2026



OVERVIEW: The Siksika Labour Market Information Project Surveyor will coordinate and implement the collection of community-level data through a universal questionnaire that will result in the development of a go-to database that identifies the demographics of the Nation, training needs and interests, a skills inventory of the working-age population (15 years old+) and labour market information of the Siksika Nation Members for the benefit of the community and membership.

DUTIES AND RESPONSIBILITIES:

- Conduct standard surveys with individuals through phone calls and/or in-person interviews
- Will travel to participant's homes and throughout the community
- Input information into the database
- Be responsive to database activity
- Ensures the survey is completed accurately
- Track and documents contact attempts and efforts
- Maintain a positive work environment in all interactions
- Set an example of conduct and professionalism and always maintains professional and cultural integrity in all aspects of the position – verbal, written, and non-verbal

EDUCATION AND EXPERIENCE:

- Valid Class 5 Drivers License
- Ready access to a dependable vehicle
- Knowledge of the Blackfoot Culture and Language (an asset)
- Ability to work independently
- Ability to work within and contribute to a team environment
- Effective communication skills- written and oral
- Efficient organizational abilities
- Efficient time management
- Ability to maintain a neutral, confidential, and objective point of view and always maintains confidentiality and integrity
- Must be able to work flexible hours, including occasional evenings and weekends

Resumes and cover letters should be emailed to hrm@siksikafamilyservices.com

Please quote **LMI Surveyor** on your cover letter.

IMPORTANT: All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Vulnerable Sector Check
3. Clear Child Intervention Record Check.

We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.