



Position Description

Canada Summer Jobs – Banquet/Catering Lead

About the SLCC

The Squamish Lil'wat Cultural Centre is an Indigenous owned not for profit. We embody the spirit of partnership between two unique Nations who wish to preserve, grow and share their traditional cultures. At the SLCC our purpose is to uplift the Skwxwú7mesh and Lílwat7úl people, with pride and visibility on their land.

About the Role

Our Banquet Lead Hand gets to showcase the rich history and culture of the Squamish Nation and Lil'wat Nation through a unique culinary experience. The Banquet Lead Hand will lead a team in providing warm welcomes and excellent service.

This is a full-time role, 32 hours/week. The hourly wage band is \$19.50/hour + gratuities. The role reports directly to the Manager of Sales and Events.

What we count on you for – Key Deliverables and Expectations:

Operations

- Assist and coordinate team for set up and timely tear down, event service delivery and clearing.
- Greets, welcomes and positively interacts with guests to facilitate event beyond expectations.
- Liaise with Chef, planners, vendors, and partners to facilitate a successful event.
- Maintains professional and clean appearance of room, tables, chairs, linens, tableware and décor.
- Supports the team for the event, making sure each team member has the required information and delegates tasks to the team members to ensure a smooth execution.
- Tends to guest' requests, questions and complaints.



- Assist the Event Supervisor to carry out duties as delegated.
- Follows all SLCC Policies and Procedures.
- Familiar with WorkSafe BC, health and safety practices.
- Be responsible for locking the building at the end of the shift.

People Leadership

- Supervises a small, knowledgeable event team.
- Collaborate with Event Supervisor to successfully facilitate events.
- Delegate tasks accordingly.
- Make quick decisions as needed.

All SLCC team members model the SLCC values:

- Passion: Shares pride in culture, fosters connection and belonging, and brings a positive sense of humour.
- Empowerment: Takes ownership, follows through, trusts self and others, and stays open to learning from both successes and mistakes.
- Collaboration: Works toward shared goals, values diverse perspectives, and contributes openly while remaining curious about others.
- Equality: Treats everyone with fairness, respect, and consideration.

What you will bring to the team (experience and attributes):

Attributes

- Exceptional time management, prioritization and organizational skills.
- Lead by example.
- Proven ability to provide strong customer service and often works to exceed expectations.
- Maintains calm under pressure and can use critical thinking skills to problem solve.
- Build and maintain strong working relationships. Is respectful and takes into consideration all unique perspective.
- Enthusiastic, energetic and has a positive approach.
- Strong communicator even in stressful situations.
- Prompt and ready to work at start of shift.



Experience and Education

- Previous experience in food and beverage, specifically in banquets or hotels.
- Food Safe and Serving It Right training are required.
- Knowledge of Squamish Nation or Lil'wat Nation or First Nation culture is an asset.
- Valid BC license preferred. Previous driving experience required.
- Clean driving record, drivers abstract is required.
- Flexible to work a varied schedule, which may include weekends, early mornings and evenings.
- Able to perform physical tasks such as moving and lifting and standing for long periods of time.
- Clear criminal background check.

Application and Selection Process:

- Please apply by sending your cover letter and resume to careers@slcc.ca.

This is a Canada Summer Jobs opportunity. Applicants must be between 15 to 30 years to be considered. If you are selected for an interview, there may be multiple steps in our selection. We are committed to diversity, equity and inclusion for all people and hire using these principals.



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SQUAMISH LILWAT CULTURAL CENTRE