Tundra North Tours
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TUNDRA NORTH TOURS

CAMP MANAGER JOB DESCRIPTION

Tundra North Tours is an Inuvialuit and Gwich'in owned tour company located in Inuvik, NT. It is our mission to provide visitors from all over the world with an authentic experience of the unique atmosphere and culture of our home in Canada's North. Currently, Tundra North Tours is building Okpik Arctic Village located 16 km outside of Inuvik (accessible by ice road in winter or boat in summer). We are also preparing for multiple tour groups to join us this spring and summer.

Tundra North Tours is developing the Okpik Arctic Village based out of a bush camp on the Mackenzie Delta, 16km outside of Inuvik, NWT. The Camp Manager would oversee the daily operations of developing the bush camp and manage the labor crew. Currently the focus of the work is clearing land, hauling wood and building cabins. As the camp manager you are responsible for ensuring the efficiency and safety of the work crew, facilitating the day to day operations/maintenance of the camp and keeping the facilities tidy and ready to receive clients.

Roles and Responsibilities

- Supervising labor crew and delegating daily tasks
- Ensuring all structures are always supplied with wood and water
- Equipment maintenance and safety checks
- Equipment organization
- Chain-saw use and repair
- First point of contact for the labor crew
- Overseeing COVID-19 sanitation schedules of camp accommodations
- Overseeing cabin construction crew
- Ensuring the camp and its facilities are clean and orderly and ready to receive clients

Qualifications

- Experience supervising a labor crew
- Experience with managing off-grid bush camps
- Experience with generator use
- Experience in construction and building
- Experience maintaining and repairing equipment (most importantly chainsaws, generators and snowmobiles)
- Excellent organization skills
- Ability to resolve conflicts and miscommunications quickly and amicably

Pay - $18/hour