



Victoria Native Friendship Centre

Internal/External Employment Opportunity

Position Title: Junior Accountant
Department: Administration
Hours: Full-time
Wage Range: \$29.50-\$35.00hr
Competition Close Date: May 3rd, 2024

Working as part of the Finance Team, the Junior Accountant will contribute to the accounting processes for VNFC and will report to the Finance Manager/Director of Financial Operations. This position will have the opportunity to work closely with all the positions of the finance team and there is an expectation that this role will fulfill additional tasks and duties which are typically assigned to other positions as needed to support the team. Being aware of the daily operations in the office will contribute to learning in this role.

Our team includes people of all Indigenous identities; some who are close to their communities and others who are on a path to learn more about their heritage. In recognition of the importance of a lived understanding of Indigenous communities, history, values and culture, preference is given to Indigenous applicants. **Please self-identify in your cover letter.**

Please send cover letter and resume to admin@vnfc.ca. No phone calls please. Only those selected will be contacted.

[See the full job description here](#) or visit our website at vnfc.ca

About the Victoria Native Friendship Centre

The Victoria Native Friendship Centre is a non-profit Indigenous-led organization located on Southern Vancouver Island, BC. Our mandate is to encourage and promote the well-being of urban Indigenous people by strengthening individuals, families, and community.

“VNFC respectfully acknowledges the territory of the Lək̓ʷəŋən People, known today as the Songhees & Xwsepsum¹ on whose land we live, work, learn and prosper.”