



## **Request to have an Elected Representative from Chief & Council and/or a Lheidli T'enneh Elder Ambassador to Appear**

### **About Lheidli T'enneh**

The word *Lheidli* means “where the two rivers flow together” and *T'enneh* means “the People.” We are a proud group rich with culture that continues to thrive in north-central British Columbia, Canada.

Our Elders, Teachers, Drummers, and other Artists pass on our traditions and teachings to the next generations, keeping our culture strong. Our connection with the land is maintained by our People. Our traditional territory stretches over 4.3 million hectares, from the impressive Rocky Mountains to the beautiful interior plateau, including the City of Prince George.

### **Requests for a Chief and Council and/or an Elder**

Lheidli T'enneh receives many requests from various Aboriginal, Non-Aboriginal, Municipal, Regional Districts, Provincial and Federal Departments who request to have a Lheidli T'enneh representative present at the opening prayer of an event or to do an official welcome to the territory.

Requests to have a representative from Chief and Council and/or a Lheidli T'enneh Elder Ambassador must be submitted in writing using the prescribed form. Requests made to Chief and Council and/or a Lheidli T'enneh Elder Ambassador must be sent at least two (2) weeks prior to a scheduled meeting date.

## Guidelines on requesting an Elder/ambassador to do a Traditional Welcome and or Prayer

**Theme** – What is taking place that requires an Elder? The Elder requires an agenda for the event.

**Date** – date of the event.

**Time** – What time does the event start and when would you like the Elder to be present?

**Place** – Where will this event take place?

**Contact person** – Name and cell number.

**Notice to the event** – If possible, we would like two weeks notice.

### Please fill out the Request form and send to -

The 'Atsiyan Ink'e Atsoo Elders' society

Elders co-ordinator – [Kristine Seymour-Makie](#)

Email Address – [coordinator@lheidlielders.ca](mailto:coordinator@lheidlielders.ca)

Lheidli T'enneh office – 250-562-0847

**If you are requesting a Lheidli T'enneh Elder Ambassador to do the Welcome and or an Opening or Closing prayer, we request that a minimum honorarium be \$150 for the Elder.**

### Guidelines

**Note 1:** We understand that for some Non-Profit Organizations, that budgets are limited. If a token of appreciation is given, a gifting, and/or a small monetary donation is given, we ask that it is disclosed upfront, and we will advise the Elder respectively. For example, if the Non-Profit can only give traditional gifts like preserves, salmon, and/or tobacco, please advise us on your application, and Lheidli T'enneh will make arrangements to compensate the Elder.

**Note 2:** For some Non-Profits, they only have budgeted \$75.00 for an Elder Honorarium, and that is totally acceptable. Lheidli T'enneh will verify

the amount on your application, and we will pay the difference to the Lheidli T'enneh Elder Ambassador.

- [If you are requesting for an Elected Representative to do an opening welcome to the traditional territory](#), Please note, that our Elected Representatives from Chief and Council also have full-time commitments, and may not be able to attend due to scheduling conflicts; and in which case, we can send an Elder to do both the Opening Prayer and Opening Welcome to the Traditional Territory.
- Expectations for how long you want an Elder to be present must be indicated on the application form. We want to make sure that our Elders know in advance.

### [Tips on Working with First Nations People](#)

- a. If you don't know the name of the Host First Nation on whose territory the building / meeting place resides on, ask.
- b. If you need clarity on the pronunciation, ask.
- c. If you have invited an Elder to provide a blessing, arrange to have someone meet him/her at the front door of the facility and escort them to the meeting location.



**Lheidli T'enneh**

# Request Form for Elected Representative or a Lheidli T'enneh Elder Ambassador

<b>Date of Submission:</b>	
<b>Requested Meeting Date and Time:</b>	
<b>Organization Name:</b>	
<b>Applicant / Contact Name:</b>	
<b>Mailing Address with Postal Code:</b>	
<b>Phone Number:</b>	
<b>Email Address:</b>	

<b>Name of Elected Representative, preference:</b>	<b>Elder:</b>
<input type="radio"/> Chief Dolleen Logan	<input type="radio"/> Yes, an Elder to do a Traditional Welcome /prayer
<input type="radio"/> Councillor Crystal Gibbs	<input type="radio"/> Request a certain Elder
<input type="radio"/> Councillor Kyle McIntosh	
<input type="radio"/> Councillor Joshua Seymour	
<input type="radio"/> Councillor Wendy Jael	
<input type="radio"/> Councillor John West	
<input type="radio"/> Councillor Robert Gagnon	

<p><b>Where Will This Event Be Hosted?</b></p> <p><b>What is the nature of the event? Please describe what the meeting is about?</b></p>
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<b>Will You Be Providing a Copy of the Agenda?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>Will You Be Paying the Elder Honorarium Directly?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>How long do you expect the Elder and/or Representative to be present?</b>		
<b>If the Event is all day, and you require an Elder to be present for a FULL DAY, will you propose a day rate for an Elder to be present?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>Is your venue wheelchair accessible?</b>	<input type="radio"/> Yes	<input type="radio"/> No

<b>List Any Additional Requirements:</b>
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**Authorized Signatory<sup>1</sup>**

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Lheidli T'enneh

## Rates for Honorarium

Lheidli T'enneh's protocol is to compensate our Elders for their time, each time they do an opening prayer for an event. This is based on the principles of respect for their knowledge, wisdom and time they are giving up to do official Lheidli T'enneh business.

### Option 1

We, the applicant will make arrangements to pay the Elder Directly. Please provide us with

the details of the Elder and we will make arrangements at the time of the event for payment procedures:

Commitment Level (\$ monetary) from the Applicant Requesting an Elder:  
\$150.00\_\_

### Option 2

We, the applicant are requesting if Lheidli T'enneh can pay the Elder directly, and we will reimburse for the appropriate agreed upon fee.

Commitment Level (\$ monetary) from the Applicant Requesting an Elder:  
\$\_\_  
Depending on organization, they may pay partial.  
Signed by Applicant:

### Option 3

We, the applicant understand that the time for an Elected Representative is free, but would like to consider making a donation towards the Lheidli T'enneh Community Education Awards Celebration as a token of our appreciation to Lheidli T'enneh. All cheques can be made payable to Lheidli T'enneh, 1041 Whenun Road, Prince George, B.C., V2K 5X8 -- Subject: Education Awards Celebration.

***We value our relationship with Our People, Our Elders, and Our Community!***



## **Lheidli T'enneh Elder Ambassador Protocol**

**In this protocol, the following areas are presented:**

- Use of Terms and Acknowledgement of Territory
- Extending Invitations to Elders for Events and/or Activities
- Honorarium
- Elder Host/Escort

**Elders are important to the Lheidli T'enneh community and their knowledge, wisdom, and time must be respected.**

### **USE OF TERMS AND ACKNOWLEDGEMENT OF TERRITORY**

There are many terms associated with First Nations, Métis, and Inuit peoples such as Indigenous, Aboriginal, Métis, Inuit, and of course the various names associated with the diverse cultures, languages, and peoples across the province and beyond (e.g. Gitx̱san, Lheidli T'enneh, Nisga'a, and Tsilhqot'in, to name a few). It is important to note this diversity and our commitment to inclusion. As this is Lheidli T'enneh's traditional territory, wherever possible at the commencement of a meeting/event, to refer to and acknowledge the local community and the traditional territory of Lheidli T'enneh first and include other Aboriginal peoples by saying "and other First Nations, Metis, and Inuit" people or cultures. This respect to the local community and the traditional territory of the local people is in keeping with First Nations protocol across the Nation and around the world.

### **EXTENDING INVITATIONS TO ELDERS**

For all levels of government, non-profit organizations, educational institutions, and industries who may need assistance in contacting an Elder to participate with an event or activity, the following steps should be considered:

1. The first step in extending an invitation to the Lheidli T'enneh Elder Ambassador is to **contact Elder co-ordinator**

**Kristine Seymour-Makie – ‘Atsiyan Ink’e Atsoo Elders’  
Society**

to discuss the process of inviting an Elder to an event. The staff will facilitate the discussion in terms of expectations, length of invitation, appropriate gifting and which Elder is appropriate.

2. The next step to ensure there are appropriate resources available with the event so the processing of honorarium and the host/escort can be secured.

**HONORARIUM/GIFTS**

Elders work part-time. It is the responsibility of the one seeking the assistance of an Elder to be prepared to offer a small honorarium for the Elder’s time. Again, pending the situation, a gift is also appropriate.

The honorarium should be available at the time of the event or activity for the Elder, if the applicant requesting is paying the Elder directly.

**ELDER HOST/ESCORT**

Always ensure there is a host/escort for the Elder if she/he has been invited to an event on campus. The host/escort will be responsible for transportation to the event location, greeting the Elder and following the protocol outlined. Please be considerate of the fact that many of our Elders have mobility issues and their needs are very important when hosting.

If the Elder chooses to stay for an event meal, it is important to note that it may be customary for some Elders to be served their meal. If there is a buffet meal and there are Elders present, someone should speak to the Elders to determine if they require assistance with their meals and asking how much food they would like is a thoughtful gesture.

**Questions**

Please feel free to contact - ***Ms. Kristine Seymour-Makie***

Email – [coordinator@lheidlielders.ca](mailto:coordinator@lheidlielders.ca) and/or 250-562-0847 LTN office, should you have any questions.