



www.vjls-jh.com

VANCOUVER JAPANESE LANGUAGE SCHOOL & JAPANESE HALL
バンクーバー日本語学校並びに日系人会館

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Volunteer Advisor Facilities / Construction Management

Join a dynamic and exciting Board and help guide one of Vancouver's oldest cultural community organizations at a unique time in its history.

The Vancouver Japanese Language School & Japanese Hall is building a thriving community where individuals of all backgrounds and experiences can learn and participate in the Japanese language and culture. As a national historic site, it actively upholds the history of Vancouver's Nikkei community and facilitates cultural exchange with other multicultural, neighbourhood, and international groups. Volunteer advisors share their insights, perspectives, knowledge, and wisdom with VJLS-JH board directors and staff on an as-needed basis to influence and support operations and decision-making.

Advisor Responsibilities:

- Provide expert guidance on building maintenance and renovation projects
- Advise on heritage building preservation and compliance
- Support facilities planning and capital improvement initiatives
- Review construction proposals and vendor recommendations
- Participate in periodic meetings as needed

Required Qualifications:

- Professional designation in construction management, architecture, engineering, or related field
- Experience with heritage buildings and preservation preferred
- Knowledge of building codes and accessibility requirements

Commitment: Flexible schedule, approximately 5-10 hours per quarter

Duration: Ongoing or until sufficient expertise is secured

Location: Primarily remote with occasional in-person meetings at the facility.

To apply: Please send an email with a cover letter and resume to General Manager, Yoshi Sugiyama at ysugiyama@vjls-jh.com. Please address questions to membership@vjls-jh.com.