



Ne-Chee Friendship Centre

Requires a

Cultural Resource Coordinator

Ne-Chee Friendship Centre is looking for a *Full Time Program Coordinator*. We are an urban Indigenous organization that is governed by a community-based Board of Directors; program supervision is by the Executive Director with objectives set by program funding.

The Cultural Resource Coordinator (CRC) key component of Walking Together – Ontario's Long-Term Strategy to End Violence Against Indigenous Women, the CRC program is designed to provide cultural and traditional supports and services for Indigenous children, youth and families.

Key Responsibilities

- Working within the NFC programs and their clients
- Set a programming schedule that is coordinated with NFC programs activities
- Assist with the cultural components of the NFC daily activities; smudging, caring for cultural items as needed
- Develop programs and workshops that share knowledge to individuals that are seeking a positive outlook and more traditional way of life

QUALIFICATIONS:

- Post-secondary education in Indigenous studies and/or combination of an equivalent and relevant experience
- Key knowledge and awareness of Indigenous culture and history; with an emphasis of family violence, child welfare, the impacts of trauma, Indigenous youth engagement and community outreach
- Experience in facilitating groups and workshops
- Program planning, development, implementation, data collection and evaluation
- Able to speak and understand Ojibway, with teachable skills to instruct others is an asset
- Must possess good writing and oral communication
- Valid Drivers License with a good driving record
- Computer skills is essential

Comprehensive benefit package including a pension plan

Salary Range: \$46,000 to \$48,000 to start

*** A Current Vulnerable Persons Check will be required upon offer of employment**

Preference will be given to Indigenous applicants. Please self-identify upon applying

DEADLINE: Open Until Filled

Please submit your **resume** along with a **cover letter** to: **Ne-Chee Friendship Centre** - 326 Second Street South, Kenora, ON P9N 1G5 Fax: (807) 468-5340 E-Mail: OfficeAdmin@nechee.org

We wish to thank all applicants, however, only those selected for an interview will be acknowledged.