



JOB OPPORTUNITY CULTURAL COORDINATOR

SUMMARY:

The Cultural Coordinator will coordinate and support all aspects of cultural knowledge transfer and planning of cultural programming. The Cultural Coordinator provides traditional teachings and ceremonies by coordinates access to Elders and Traditional people to meet the needs of the youth in residence and at times, staff. The Cultural Coordinator will work to promote cultural awareness, safety and competency at Nimkee Nupigawagan while promoting healing and wellness. The Cultural Coordinator will in conjunction with other programs in helping to develop land based for healing program to ensure that cultural infusion happens within the land based and healing arts program.

RESPONSIBILITIES:

Service Delivery:

- Facilitate indigenous ceremonies including talking, teaching, healing circles for youth and families.
- Coordinate and take part in indigenous healing ceremonies such as sweat lodge and rites of passage ceremonies.
- Practice indigenous ceremony on a daily basis at the Centre and take the lead in promoting cultural values by modelling behavior in a manner that serves as an example of positive cultural values, attitudes, beliefs and actions
- Acquire, maintain and care for the education tools/resources e.g. language resources, history, books, art, and traditional and sacred items
- Deliver traditional food education e.g. teachings on health benefits, harvesting, growing, preparing and storage and associated cultural teachings.
- Deliver traditional medicine education, for example: teachings, medicine walks, use, storage, medicine bags, harvesting
- Promote language revitalization through everyday enjoyment and use
- Coordinate connection with elders and/or traditional resources to conduct ceremonies appropriate to the youth being serviced including a facilitation of the recovery of traditional knowledge.
- Participate fully in land-based activities to promote health and well-being
- Assist in coordinating workshops and presentations and be directly responsible for contractors providing workshops /presentations.

- Perform an indigenous evaluation with Continuous Care Coordinator to determine meaning and learning in workshops/presentation.
- Look at development, implementation and facilitation on new and relevant cultural services/programs
- Create a workplan reflective of the work to be accomplished
- Create and maintain a trusted traditional knowledge/elder resource/directory
- Strive to maintain organizational cultural competency, safety, and cultural sustainability at Nimkee Nupigawagan Healing Centre.
- Provide insight and support in the development of protocols and agreements with internal and external stakeholders as directed
- Attend staff meetings, workshops, seminars and conferences that relate to the cultural coordinator role
- Participate as a resource person at training session, committee meetings including smudging, drumming, singing and opening prayer as culturally competence level.

Administration:

- Development of culture-based work plan that support program and service design and provision
- Able to follow service delivery framework and reporting.
- Maintain documentation, comprehensive and up-to-date client files and systems
- Compile/Record statistical information as required and as it changes
- Submit written reports, programming activities and committee work, if necessary
- Complete internal day to day administration tasks i.e. time sheets, requisitions, mileage logs, expense reports
- Participate in relevant conference, training workshops and related courses and meetings for professional development as required or directed
- Ability to maintain a professional public image representing indigenous culture in the region.
- Ability to work collaboratively as a team member.

QUALIFICATIONS:

- Diploma in Indigenous studies/social services or combination of minimum of 3 years of related work experience within an Indigenous organization or community.
- Must be an indigenous person.
- Must have a valid Ontario Driver's License
- Strong knowledge and current practice of Indigenous culture and history, with emphasis on family violence, child welfare, the impacts of trauma, Indigenous youth engagement and community outreach.
- Knowledge of Southwestern Ontario First Nations healing and social services.
- Extensive experience working with Indigenous children, youth and families in a healing and wellness capacity.
- Understand decolonization and experience in the provision of decolonization education with results.

- Strong experience in interacting with Nations and communities.
- Ability to provide a clear CPIC/VS, upon hiring in addition to committing to many certificates that need to be attained upon -hiring.
- Experience in counselling would be considered an asset.
- Indigenous language speaker would be considered an asset.
- Self-motivated and directed individual with the ability to work with minimal supervision in a team-oriented setting
- Must possess strong organizational skills and ability to meet deadlines.

SKILLS & ABILITIES

- Strong writing and reporting skills
- Ability to be outdoors and have a certain level of physical fitness for land based and arts-based therapy.
- Ability to be creative, conceptual thinking and relationship skills
- Ability to take directions under restraint timelines under workplan
- Strong understanding of policy, program and evaluation processes
- **Ability to work outside normal hours of operation for special sessions as may be required- including flexibility on a weekly basis.**

Interested candidates please submit cover letter, resume and credentials by

Monday, June 27th at 4 pm

HR Administrator
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