



Timmins Native Friendship Centre EMPLOYMENT OPPORTUNITY Cultural Resource Coordinator – Moosonee Site

The Timmins Native Friendship Centre (TNFC) is an award winning Friendship Centre in Ontario and Canada. The TNFC provides services and programs to support the cultural heritage of Indigenous peoples and assist in their inclusion and participation in urban life. We strive to improve the quality of life for urban Indigenous peoples living in the Timmins area by providing intervention, direct services, advocacy and support in the areas of health, education, employment and training, culture, recreation and social services.

The TNFC is the largest service provider for urban Indigenous peoples in the Timmins region. We endeavour to provide a place of rediscovery and opportunities for learning to live in a good way. A rewarding and enriching career awaits you if you are skilled at critical thinking, building relationships, take personal accountability for getting things done and enjoy working as part of a team to collaboratively solve problems.

If you are ready to work in our fast paced environment in the capacity of **Cultural Resource Coordinator – Moosonee Site**, submit your resume today!

Responsibilities

The **Cultural Resource Coordinator – Moosonee Site** will build upon the skills and knowledge within Friendship Centre's and Friendship Centre communities of local and traditional Indigenous ways of life; facilitate increased access to culture and culture knowledge among Friendship Centre's, with children, youth and families as the priority, and from a perspective that promotes healing; ensure safe transmission of culture knowledge for Friendship Centre communities; foster connections to cultural knowledge and ways of being, both within the Friendship Centre and the broader community from a perspective that promotes reconciliation. The Cultural Resource Coordinator – Moosonee Site will adhere to the policies and directions as determined by the Timmins Native Friendship Centre Board of Directors and works under the supervision of the Executive Director.

Qualifications

- Strong Knowledge and awareness of Indigenous culture and history, with particular emphasis on family violence, child welfare, the impacts of trauma, Indigenous youth engagement and community outreach.
- Knowledge and experience working with urban Indigenous children, youth and their families in a healing and reconciliation capacity.
- Exceptional knowledge of Indigenous historical and contemporary issues
- A post-secondary education in Indigenous studies and/or combination of an equivalent and relevant education.
- Proficiency in MS Office applications and Database applications.
- Excellent oral and written communication skills.
- Good organizational and administrative skills.
- Ability to work independently and as a team with minimal supervision.
- Experience in working with not-for-profit, provincial and federal funding agencies.
- Experience in working with Indigenous people and organizations.
- A clear criminal reference check (CPIC) and a Vulnerable Sector search will be a condition of the employment offer.

*** 3 employment references will be required at the time of the interview ***

Contact Information

If you are interested in qualifying in this role, please send your resume and cover letter to:

Timmins Native Friendship Centre
179 Kirby Avenue, Timmins, ON P4N 1K1
Website: www.tnfc.ca

Veronica Nicholson, Executive Director
Fax: (705) 268-6266
Email: hr@tnfc.ca

A Full Job Description is available with Reception at reception@tnfc.ca.

Date Posted: May 25, 2017

Posting Deadline: Noon on Friday, June 2, 2017