



**Equay-wuk (Women's Group)
Employment Opportunity**

PROJECT COORDINATOR (ELDER RIGHTS)

(Temporary position, part-time)

POSITION SUMMARY

Elder Rights Engagement Project - The Project Coordinator is responsible to travel to 3 Northwestern Ontario First Nation Communities to deliver and facilitate workshops.

The Project Coordinator is responsible for developing culturally appropriate resource materials which includes developing the workshop. Project activities include: promoting the project, providing awareness of Elder rights and Elder Abuse. To invite community elders for a focus group workshop and, working with community contacts, organize a Breakfast with the Elders event.

This position will be based in Sioux Lookout ON, serving communities within the Equay-wuk (Women's Group) catchment area. Approximately 15 hours/week and more during workshop weeks. Pay is \$25hr. Position is from June - September 2018 (12 weeks).

QUALIFICATIONS

1. Appropriate educational qualifications to manage the tasks and responsibilities of the position;
2. Must be willing and able to travel to Northwestern Ontario First Nation communities;
3. Demonstrated experience and skills in working with First Nation people, especially Elders;
4. Cross-cultural awareness and sensitivity to First Nation issues and values;
5. Able to produce culturally based resource materials;
6. Prepare workshop reports;
7. Experience in planning and facilitating workshops;
8. Must be self motivated and able to work without supervision;
9. Excellent oral and written communication skills in English;
10. Must be able to maintain confidentiality;
11. Ability to communicate in one or more First Nation dialects of the Sioux Lookout area would be an asset;
12. Administrative skills such a computer, electronic communication and report writing.
13. Current Criminal Records check with a Vulnerable Persons check.
14. Valid Ontario driver's licence would be an asset.

Short term, Part-time Position: 15 hours per week

Send updated resume, covering letter and three (3) most recent employment references to:

Equay-wuk (Women's Group)
Box 1781 16 Fourth Avenue
Sioux Lookout ON P8T 1C4

Fax: (807) 737-2699

Email: equaywuk@bellnet.ca

Closing Date: May 24, 2018 3pm

We thank all applicants for their interest, however only those selected for an interview will be contacted.