



# NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

## EMPLOYMENT OPPORTUNITY

NOGDAWINDAMIN Family and Community Services, a designated Aboriginal Child Welfare Agency under the Child Youth and Family Services Act serving member First Nations situated between Sault Ste. Marie and Sudbury is seeking to hire a:

**FULL-TIME CONTRACT TO MARCH 31, 2020**  
**ANTICIPATED START DATE: APRIL 1, 2019**  
**CULTURAL COORDINATOR – LOCATION TO BE DETERMINED**  
Starting Salary: \$53,365.00

### Job Summary

Reporting to the Cultural Services Manager, the Cultural Coordinator provides a complete range of administrative, planning and coordination support to the Cultural Department. The Cultural Coordinator will be responsible to coordinate all Cultural Services events internal and external to the Agency.

### Qualifications

- Business Administration or related diploma
- Two (2) years' experience in an administration position in a First Nation or Aboriginal social services agency
- Experience coordinating various events and activities

### Other Requirements

- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Ability to understand and speak Anishnaabemowin is a definite asset
- Must provide a Criminal Records Check deemed satisfactory by the employer
- Must have a Class 'G' Ontario Driver's Licence, access to a vehicle and the ability to travel
- Must have \$1M automobile insurance coverage

Nogdawindamin Family and Community Services has been in operation for over 25 years. We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. **JOIN A GROWING AND DYNAMIC ORGANIZATION OFFERING REWARDING CAREERS, COMPETITIVE SALARIES, BENEFITS, PENSION AND A GREAT WORK ENVIRONMENT FOR INDIVIDUALS COMMITTED TO MAKING A DIFFERENCE.**

Please submit a job related resume and cover letter along with three work related references by:

**Thursday, February 21, 2019 – 4:00 pm**

### **Hiring Committee**

Nogdawindamin Family and Community Services  
210B Gran Street, Batchewana First Nation, ON P6A 0C4  
FAX (705) 946-3717 Email: [hr@nog.ca](mailto:hr@nog.ca)

Preference will be given to applicants of native ancestry.

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

A full job description is located on our website at [www.nog.ca](http://www.nog.ca)