



EMPLOYMENT OPPORTUNITY

OPEN TO THE PUBLIC WITH PREFERENCE TO TH CITIZENS

Competition #: 2024-04-012

Cultural Connections Manager - Term

Department: Ni'ehlyat, Nidähji' (Our Families, Our Future)

Location: Tr'ondëk Hwëch'in Offices – Dawson, YT

Posting Date: April 24, 2024

Standard Hours Bi-Weekly: 75

Start Date: Immediately

End Date: 1 year from start date with possible extension to March 31, 2026

Salary: Level 9 Step 1 (\$4,062.00 biweekly)

Closing Date 4:00pm (YST): May 7, 2024

Reporting to the Director of Ni'ehlyat, Nidähji', the Cultural Connections Manager is responsible for managing the development and delivery of the Tr'ondëk Hwëch'in (TH) Ni'ehlyat, Nidähji' (NN) prevention model and cultural connections child, youth and family programs and services; oversees Jordon's Principle Program and staff; securing funds to operate the programs and services through proposal and grant writing and reporting; provides direction and supervision to the program staff. This position will liaise, coordinate and support programming and network with other NN Department managers and employees to ensure a holistic approach is executed in supporting our TH families, youth and children. This position will liaise with other government and non-governmental agencies, acting as a TH representative in various capacities such as consultations, advisory committees, working groups or negotiations regarding family, youth and child prevention, preservation and cultural programming matters. This position oversees front-line operations and will be a leader in supporting TH families in a holistic and trauma-informed approach. This position will be responsible for coordinating various child, youth and family preservation services and cultural programs happening within Dawson City through collaboration with the interagency team.

An Eligibility List may be established from this competition – the duration of the eligibility list may be up to 12 months. The eligibility list may be used to fill future permanent full-time, permanent part-time, temporary full-time, temporary part-time, term, or auxiliary on-call vacancies within the same department and classification based on the organizational needs by going the next highest ranked candidate until the eligibility list expires.

If this opportunity interests you, please submit a cover letter & resume clearly demonstrating the qualifications below, as selection for further consideration will be based solely on the information you provide. Applications will not be accepted without a cover letter and resume.

Essential Qualifications:

- Post-Secondary degree in a health, social or family field or similar with a minimum 4 years' experience managing community-based health, social or family programs and services. An equivalent combination of education, knowledge, skills and experience.
- Strong knowledge of holistic case management and trauma informed practices.
- Demonstrated ability to develop, implement, manage, evaluate and report on holistic programs / services delivery.
- Experience with financial management, including budgets, resource management, proposal and grant writing.
- Demonstrated experience managing, supervising, coaching and performance managing staff members.
- Proven knowledge of outside resources available for planning and referral purposes.
- Experience in conflict resolution, mediation, negotiations and problem solving.
- Proficient in utilizing Microsoft Office Suite including, MS Word, Excel, Outlook, PowerPoint and ability to moderate videoconference / Zoom meetings.

Assets:

- In depth knowledge of wellness and of the TH social structure, traditions and cultural values and health, social and family issues affecting First Nation people.
- Previous experience working in a First Nation Government administrative setting and/or working directly with First Nations to deliver social programs and services.
- Ability to regularly meet deadlines and effectively manage heavy workload within established priorities.
- Ability to work as part of a team to foster participation, collaboration, engagement and mutual respect.

Conditions of Employment:

- Criminal Records Check with Vulnerable Sector Screening.
- Class 5 driver's license with a clear driver's abstract.
- Standard First Aid certification.
- TH101 cultural awareness training.
- Mental Wellness First Aid, Vicarious Trauma and Trauma Informed Care certification.

A detailed job description is available upon request.

For more information, contact Human Resources or visit our website at: Trondek.ca

Phone: (867) 993-7100 Send inquiries to: hrjobs@trondek.ca

Mail: Tr'ondëk Hwëch'in Government, P.O. Box 599, Dawson City, Yukon, Y0B 1G0

Physical Location: 1242 Front Street, Dawson City, Yukon

We thank all applicants, but only those selected for further consideration will be contacted.

*"To work together, to speak with one voice and to serve Tr'ondëk Hwëch'in Citizens
in the pursuit of a strong, healthy, and united future."*