



EMPLOYMENT OPPORTUNITY

OPEN TO THE PUBLIC WITH PREFERENCE TO TH CITIZENS

Competition #: 2024-01-006

Youth Programs Coordinator - Permanent

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

Location: K'äjìt-in Zho (Youth House) – Dawson, YT

Posting Date: January 17, 2024

Standard Hours Bi-Weekly: 75

Start Date: Immediately

Salary: Level 6 Step 1 (\$78,117.00 annually)

Closing Date: Until Filled

Reporting to the K'äjìt-in Zho Manager, this position contributes to the design, development, implementation, and evaluation of recreational, cultural, and social programming for TH youth age range 15-30 years. The incumbent oversees the delivery of day-to-day youth activities, programs, camps, services and provides coaching and supervision to the Youth Program Leader and Youth summer trail staff. The incumbent is actively engaged with the youth, working alongside the K'äjìt-in Zho Team, providing support, encouragement, guidance, and advice to youth. The position is responsible for a variety of administrative functions including performance reviews, program and activity evaluations, budget monitoring, monthly reports, and assistance with recruitments. The incumbent works collaboratively with the Ni'ehlyat Nidähji', Wellness, Education, Justice and Heritage Departments as well as other TH Departments and community resources to ensure the best possible program delivery for TH youth.

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:

- Grade 12, with post-secondary diploma in Child & Youth Care, Education, Recreation, Social Work, or a related field such as program development. An equivalent combination of education, experience, knowledge, and skills will be considered.
- Knowledge of TH culture, traditions, language, and teachings.
- Experience with land-based programs including the safety and risks that accompany these programs.
- Knowledge of social issues affecting First Nations youth.
- Knowledge of restorative theories and processes as they relate to children / youth.
- Knowledge of referral processes for local counseling services and supports.
- Experience / training in youth cultural, recreational program design and delivery.
- Experience coaching or mentoring youth.

Assets:

- Report-writing and proposal writing skills.
- Ability to maintain and communicate the importance of strict confidentiality.
- Ability to establish goals, expectations and evaluate programs and activities
- Knowledge of, or willingness to learn Tr'ondëk Hwëch'in government structure, culture, traditions, history, demographics, family structures, socio-economic dynamics, challenges and aspirations, basic phrases of the Hän language, as well as the intergenerational impacts of residential schools on individuals, families, and communities.

Conditions of Employment:

- Criminal Records Check with Vulnerable Sector Screening.
- Class 5 Driver's license with clear driver's abstract.
- Class 4 Driver's license or willingness to obtain, an asset.
- Standard First Aid Certification, Remote First Aid, or willingness to obtain.
- WHMIS and Food Safe Certification.
- Trauma-informed Training

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."*