



BRISC
BRANTFORD REGION
INDIGENOUS SUPPORT CENTRE

**Employment Opportunity
Cultural Resource Coordinator**
Closing Date: Until Filled

The Brantford Region Indigenous Support Centre is now accepting resumes for the position of **Cultural Resource Coordinator- Temporary 1 Year Parental Leave Coverage.**

The Cultural Resource Coordinator (CRC) is the point person to provide a consistent cultural framework within the BRISC's programming complement. This position coordinates and supports all junctures of cultural provision and planning within the Friendship Centre. The Cultural Resource Coordinator provides traditional teachings and ceremonies in a safe and acceptable environment that combines aspects of both traditional and mainstream modalities, and coordinates access to Elders and Traditional people as deemed necessary in order to meet the needs of the Friendship Centre community. Urban Indigenous children, youth and families will be the priority and will have access to culture in a targeted and consistent fashion. The Cultural Resource Coordinator will also work to promote cultural awareness, safety and competency within the Friendship Center and the Friendship Centre community at large while promoting healing and reconciliation.

The Coordinator will be responsible to follow the policies and procedures as determined by the Board of Directors and under the direct daily supervision of the Executive Director or their designate.

Qualifications:

- Minimum 2-year college diploma or a university degree in Indigenous Studies or commensurate experience and education in a field relevant to the position, skills and abilities as determined by the employer.
- Strong knowledge and awareness of Indigenous culture as well as historical and contemporary Indigenous issues, with the emphasis on family violence, child welfare and the impact of colonialism and historical trauma.
- Knowledge and experience working with urban Indigenous children youth and families in a healing and reconciliation capacity;
- Minimum of 3 years of demonstrated and related work experience within an Indigenous organization or community;
- A strong foundation of Indigenous teaching, ceremonies, language, cultures, values, and customs is considered an asset
- Must have impeccable written, verbal, time management and organizational skills;



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- Clearly demonstrated capacity in planning, organizing and facilitating culturally appropriate programming;
- Must have experience in data collection, evaluation and reporting.
- Have excellent written and oral communication skills
- Proficient computer skills (Word, Excel, Power Point, Publisher).
- Must be able to meet deadlines with minimal supervision.
- Have the ability to work as a team player and be capable of coordinating and collaborating in activities/programming with other BRISC programs.
- Must be able to network with other mainstream and Indigenous agencies and service providers.
- Have a valid Class G driver's licence, reliable transportation and be willing to travel when required.
- Willing to travel occasionally to attend various professional development events, seminars and training sessions.
- Have or be willing to obtain First/Aid CPR certification, Safe Food Handling, Joint Health and Safety Certificates, ASIST training, Non-Violent Crisis Intervention Training and/or De-Escalation Training.

Permanent Full-Time Salary: Approximately \$46, 904

BRISC is a flexible organization offering competitive compensation including but not limited to:

- Additional paid holidays beyond mandatory employment standards
- Paid shutdown over Christmas holiday week.

BRISC is a barrier free work environment in compliance with the Accessibility for Ontario with Disabilities act and the Ontario human rights code. As such, BRISC is committed to making accommodations available to applicants with disabilities, upon request during the recruiting process.

- A **clear** Criminal Reference Check (CPIC) and Vulnerable Sector Search (VSS) will be a condition of the employment offer with BRISC
- Salary to be commensurate with experience
- Preference shall be given first to applicants with Indigenous decent who possess the requisite skill sets and experience.



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To apply, please submit via E-MAIL or FAX:

Cover Letter, Resume, and **3 (three) signed Letters of Reference**

Marked "Confidential" to:

Rebecca Wilson
Executive Director
Brantford Region Indigenous Support Centre
Email: briscdirector@brisc-brantford.com
FAX: 519 304 7401

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