



## Niagara Regional Native Centre

382 Airport Road, Niagara on the Lake, Ontario, L0S 1J0  
Phone: (905) 688-6484 Fax: (905) 688-4033

# JOB POSTING

Pursuant to Section 24 of the Ontario Human Right Code, this position will give preference to applicants who identify as members of an Indigenous community (First Nation, Metis or Inuit) in their cover letter transparently as part of the recruitment process.

<b>POSTING DATE:</b>	<b>CLOSING DATE:</b>
<b>TUESDAY AUGUST 19, 2025</b>	<b>TUESDAY SEPTEMBER 2, 2025</b>
<b>POSITION: CO-ORDINATOR</b>	<b>HOURS:</b>
<b>PROGRAM:</b>	Monday to Friday, 35 hours per week
ODROHYAGEWEH "CLEAR SKIES" - EARLYON	9 am – 5 pm including 1 hr paid lunch
<b>TERM:</b>	<b>SUPERVISOR:</b>
Permanent (based on on-going funding)	Unity Team Director
<b>LOCATION:</b>	<b>SALARY:</b>
382 Airport Road Niagara-on-the-Lake, Ontario	\$45,000

**POSITION SUMMARY:** The Early ON program provides services for indigenous children up to 6 years old. Currently at the Airport Road location, discussions are underway to relocate some of our services to our Duke Street location which Early ON is one of those programs being considered. The position is expected to collaborate effectively with Division team members in the support of services to clients and delivery of community activities/events.

**QUALIFICATIONS:**

1. Early Childhood Educator (E.C.E.) Diploma
2. Previous employment experience, an asset

**REQUIREMENTS FOR SUCCESSFUL CANDIDATE:**

1. Up-to-Date Immunization Record
2. First Aide & CPR Certification
3. Vulnerable Screening

**KNOWLEDGE, SKILLS AND ABILITIES:**

1. Knowledge of Ontario's Pedagogy for Early Years
2. Knowledge of issues affecting Indigenous children and people, i.e. Residential School, MMIW, Sixty's Scoop
3. Ability to coordinate effective delivery of program services
4. Ability to develop program activities and events independently and in a team approach

Interested applicants are invited to submit a cover letter and resume package via email to:

[human.resource@nrnc.ca](mailto:human.resource@nrnc.ca) or [careers@nrnc.ca](mailto:careers@nrnc.ca)

**NOTE:** Only the successful candidate will be required to supply Up-to-Date Immunization Record, First Aid & CPR Certification and Criminal Vulnerable Screening.

**COPY OF THE JOB PROFILE IS AVAILABLE UPON REQUEST**

*NRNC is committed to accessibility and accommodations to applicants throughout our hiring process. If you require accommodations, please request via email.*