



Nogojiwanong Friendship Centre
580 Cameron Street
Peterborough, ON K9J 3Z5
T: 705-775-0387 E: admin@nogofc.ca

October 3, 2025

Job Posting
Program Manager – Intervention Team

The Nogojiwanong Friendship Centre (NFC) is a not-for-profit, culture and community-based organization mandated to serve the needs of urban Indigenous people in the City of Peterborough and surrounding area. The NFC is currently accepting applications for a full-time position as our Program Manager: Intervention Team

NFC is an inclusive organization, encouraging applications from qualified candidates, including persons with disabilities, and members of visible minorities. The position is open to qualified candidates of Indigenous ancestry (First Nation, Metis, Inuit). Please ensure to self-identify in your application.

Objectives:

To lead the development, implementation, and evaluation of NFC's programs and services.

Responsibilities:

The Program Manager – Intervention Team is responsible for managing program operations, overseeing program staff, collaborating with community partners, and ensuring program effectiveness and impact while practicing and role-modeling cultural competency and cultural safety using a trauma-informed, wholistic approach.

In addition, will;

- Lead the development and implementation of program goals, objectives, and strategies in alignment with the organization's mission and strategic priorities
- Oversee day-to-day program operations, including staffing, budgeting, scheduling, and resource allocation
- Conduct needs assessments, research best practices, and identify emerging trends to inform program development and planning
- Monitor program activities, evaluate program outcomes, and make recommendations for program improvements and enhancements
- Train, supervise, and evaluate program staff and volunteers to ensure effective program delivery and performance
- Collaborate with stakeholders, including community members, partner organizations, and funders, to design and implement programs that address community needs and priorities
- Build and maintain strong relationships with community members, Indigenous organizations, government agencies, and other stakeholders



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- Develop and implement systems for monitoring and evaluating program performance, including collecting and analyzing data, measuring outcomes, and reporting on program impact

Qualifications:

- Bachelor's degree in social work, education, Public Health, or related field
- Minimum 5 years' experience in Program Management, preferably in a nonprofit or Indigenous organization (other combinations of education and experience will be considered)
- Strong knowledge and awareness of Indigenous culture and history, emphasis on family violence, the impacts of trauma, and community outreach.
- Strong knowledge of program development, implementation, and evaluation principles and practices
- Excellent interpersonal, communication, and relationship-building abilities
- Experience in building and maintaining positive working relationships with local organizations/institutions to foster collaborative and coordinated approaches to achieving program objectives
- Proficiency in MS Office applications, good organizational and administrative skills
- Must possess current First Aid/CPR certification or be willing to be certified
- Indigenous heritage a preference (ref: Aboriginal Employment Preference Policy)
- A satisfactory Criminal Reference Check (CPIC) with a Vulnerable Sector Search (VSS) will be a condition of the employment offer.

Salary: \$56,100.00 - \$75,900.00 (with a 3-month probation)

Benefits: Health Care Spending Account, 2

weeks paid vacation, 10 days of paid sick time, 5 paid wellness days, holiday closures.

Schedule: 8:30 - 4:30 Monday to Friday with evenings and weekends as needed

Work Location: In person (884 Ford St)

How to Apply: Please email your resume, cover letter and three working references to the attention of: Amber Rose, Human Resources/Operations Manager, **Email:** operations@nogofc.ca

Only resumes which include a cover letter, and three (3) working references will be considered.

Posting open until filled

***** only those selected for an interview will be contacted ****