



GICHI OZHIBI'IGE OGAAMIC
ADMINISTRATIVE OFFICE

EMPLOYMENT OPPORTUNITY



Position Title: Anti-Racism Coordinator

Location: Kenora & Fort Frances

Closing Date: Open until filled

JOB OVERVIEW

Grand Council Treaty #3 Kaakewaaseya Justice Services, invites applications from Treaty #3 Nation for a full time Treaty #3 Anti-Racism Coordinator in Kenora and Fort Frances, ON. Anti-Racism Coordinator's role is to raise community members' and justice officials' awareness and understanding of racism, discrimination, and systemic barriers that Treaty 3 community members face.

RESPONSIBILITIES:

- A series of workshops for youth, provided in schools, including information about potential careers in justice.
- Presentations to local justice officials to Increase awareness in the justice community regarding racism and how change can be implemented.
- Development of Anti-Racism committees in Treaty 3 communities.

QUALIFICATIONS:

- A college diploma or equivalent experience in social work, mental health, law, or related area.
- Two years' experience and knowledge of First Nation issues and the current legal system is an asset.

SKILLS/ ABILITIES:

- Proficient use of various office based software including Microsoft Office (Word, Excel and Power Point), online video-conferencing platforms (Zoom, Blue Jeans, Microsoft team).
- An understanding of the Anishinaabe language, culture and traditions.
- Excellent written and verbal communication skills that take into consideration the complexity of information and intended audience.
- Ability to work with all levels of employees and departments.
- Ability to provide professional customer service.
- Communicate effectively and diplomatically orally and in writing.
- Proven skill to format and draft correspondence, forms, reports, and proposals.
- Ability to work under pressure and meet deadlines.
- Ability to organize, prioritize and multi-task.
- Ability to take initiative and work with minimal supervision.

PREFERENCE WILL BE GIVEN TO THOSE APPLICANTS WITH:

- An Anishinaabe background.
- Applicants that have prior knowledge of Anishinaabe Worldview, have a basic understanding of the Ojibwe language and understand the Anishinaabe protocols and customs.
- Experience communicating and building relationships with Treaty 3 communities.
- Knowledge of Treaty and Aboriginal rights and issues related to Aboriginal peoples.
- Basic knowledge, skills and experience with service providers in catchment area (formal and informal, traditional and mainstream) and case management.

WORKING CONDITIONS:

- Must have valid driver's license, in good standing and a reliable vehicle.
- Must have a clear criminal records/vulnerable sector check is required upon hiring.
- Must be able to travel on short notice.
- Travel may be required within Kenora, Fort Frances and surrounding areas.
- Busy office setting and repetitive work.
- Manual dexterity required to use desktop computer and peripherals.
- Interacts with public at large.
- Overtime may be required.

Please send cover letter, resume, and contact information for 3 references to the attention of:

Human Resources

Grand Council Treaty #3
P.O Box 1720 Kenora, Ontario P9N 3X7
Fax: 807.548.5041
Email: hr@treaty3.ca

We would like to thank all candidates in advance for their interest in this position, however only those being considered will be contacted.