



# JOB OPPORTUNITY

## KATIMAVIK PROJECT LEADER

<b>POSITION</b>	Project Leader
<b>TERM</b>	Full-time 6-month contract, with possibility of renewal
<b>LOCATION</b>	Katimavik House in one of the following locations: <ul style="list-style-type: none"><li>• Nanaimo, BC</li><li>• Calgary, AB</li><li>• Saint Boniface, MB</li><li>• Sudbury, ON</li><li>• Quebec City, QC</li><li>• Moncton, NB</li></ul>

Since 1977, Katimavik has been facilitating youth development initiatives across Canada. Our approach is based on the development of long-term, mutually beneficial relationships between volunteers and local communities for the benefit of all. Our programs strive to offer experiential learning opportunities that allow young people to gain life and career skills to thrive in today's world. Our new vision includes engaging young people in the process of Truth and Reconciliation with Indigenous peoples and fostering inclusive and accepting communities comprised of people from all backgrounds.

### Position Overview

Are you a natural team leader and a creative problem-solver? Do you enjoy giving back to the community and inspiring others to do good? Katimavik is looking for open-minded, resourceful individuals to lead youth development projects from January to June and July to December. This challenging and rewarding position provides leadership for up to eleven youth at a time, guiding them through a six-month experience of volunteerism, learning, discovery, growth and accountability. The project leader will reside in-house with the group.

### Responsibilities

- Establish and maintain a network of community partnerships in the project location;
- Support the overall Katimavik experience for a group of 11 young adults, with the objective of providing each with a meaningful development experience;
- Facilitate group learning through delivery of Katimavik's competency-based learning module and reconciliation tools and resources, and by leading group discussions, activities, and reflection exercises;
- Foster meaningful partnerships with local Indigenous communities and organizations to facilitate Truth and Reconciliation learning and activities;
- Assist with the design and delivery of all group projects and ensure the effective delivery of quality community projects, in collaboration with community partners;
- Track youth development and project progress to ensure quality outcomes and continuous improvement;

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- Manage house inventory, financial resources, and various project logistics;
- Communicate project achievements and milestones through social media platforms;
- Support and equip the Katimavik Volunteers in sustaining a harmonious, inclusive, and respectful group living environment at all times;
- Assist in broader Katimavik activities and initiatives, as needed.

### Qualifications, Skills, and Experience

- Previous leadership experience working directly with youth;
- A strong understanding of issues of equity and ability to support youth from historically underserved communities, including Indigenous, newcomer and LGBTQ2 communities;
- A solid understanding of Indigenous issues in Canada and a desire to engage in Truth and Reconciliation;
- Demonstrated experience in building and maintaining highly-productive community networks and relationships;
- Advanced and adaptable leadership skills and previous experience in group facilitation;
- Excellent organizational skills and experience with following a budget;
- Standard First Aid and CPR certification (or ability to attain prior to project start date);
- Self-motivated and able to manage multiple deadlines, while ensuring quality project deliverables;
- Strong written and oral communication skills in English, and the ability to communicate in both official languages;
- An open-minded and respectful character that embraces diversity and adapts to individual needs and interests;
- A positive and fun attitude.

The Project Leader will be supported by Katimavik staff and will be offered training prior to the project start date. This position is a full-time contract for six months, with possibility of renewal. The Project Leader will reside in-house with the Katimavik Volunteers and will set their own work schedule based on the project needs. The salary is set at a rate of \$32,000 (annually) and Katimavik will also cover living expenses (rent, utilities, food) throughout the duration of the project. A clear Criminal Record Check & Vulnerable Sector Search is required.

### To apply

Please send your cover letter and resume to [jobs@katimavik.org](mailto:jobs@katimavik.org). Katimavik will continue to receive applications in an effort to establish a pool of interested candidates for future Project Leader position openings.

*Katimavik is an Equal Opportunity Employer committed to the principles of equity and inclusive employment opportunities. Candidates from equity seeking communities including but not limited to Indigenous communities, communities of colour and newcomer communities will be seriously considered and are encouraged to self-identify in a cover letter.*