



**Ka Ni Kanichihk Inc.
Employment Opportunity
Project Coordinator – UMatter Project (Full time 40 hours per week)**

Ka Ni Kanichihk Inc. is a nonprofit, community based; Indigenous lead human services organization that provides a range of Indigenous identified programs and services that focus on wholeness and wellness that builds on the strengths and resilience of Indigenous People.

About the Role

We're looking for a Project Coordinator to work with the "UMatter" Youth Dating Violence Prevention Project. This project will develop and test a promising Best Practice delivery model of an Indigenous embedded education and skill based learning curriculum aimed at preventing teen/youth dating violence within high-risk Indigenous youth populations through focused work to address transformational change in healthy lifestyle outlooks for this target population.

Our Ideal Candidate

The Project Coordinator provides dynamic leadership to implement the "UMatter" Youth Dating Violence Prevention Project. Responsible for project planning & development, human resources, project management, administration, reporting and finance, the position will include liaising with project collaborations/partners, and overseeing the integrated research components and dissemination plans including project evaluation. You are supportive of Ka Ni Kanichihk's values and beliefs. You have experience and know how to create and promote an open and culturally safe space for dialogue using a gender and trauma informed approach. You have a sound understanding of anti-oppressive frameworks, and deeply understand Indigenous economic, cultural, and political environments. You will also have experience with delivering and facilitating programs, proposal and report writing, and file management.

What You Bring

- Minimum three to five years' experience in program management or a related field;
- Post-Secondary Degree or Certificate in related field, or an equivalent combination of relevant post-secondary education, experience and training;
- In-depth knowledge base of traditional Indigenous culture, spirituality and traditions is required;
- Knowledge of project management and budgets;
- Knowledge of working with youth and/or issues related to youth programming;
- Proven ability to manage projects inclusive of planning, administration, staffing and reporting;
- Proven ability to provide leadership and direction;
- Ability to effectively communicate both verbally and written
- Must understand the importance of working with women and families from a decolonizing and anti-oppression approach, with a gender based and sex positive analysis;
- Experience and knowledge on impacts of violence including sexual violence against Indigenous women
- Knowledge of Microsoft programs including Word, Outlook, PowerPoint and Internet;
- Ability to deliver online programming with online platforms

Candidates are required to provide a current Criminal Record Check, Child Abuse Registry Check, a drivers abstract and possess a valid driver's license and access to a vehicle.

Ka Ni Kanichihk is committed to achieving employment equity; therefore candidates are encouraged to indicate in their covering letter if they are of Indigenous ancestry.

To Apply:

A review of applications will begin immediately with a closing date of Monday, March 15, 2021 4:30 PM

Please send the following in on attachment: Resume, Cover Letter, and three work-related references to:

Human Resources Administrator
Ka Ni Kanichihk Inc.
455 McDermot Ave.
Winnipeg, Manitoba R3A 0B6
E-mail: HR@kanikanichihk.ca