

JOB POSTING – FIXED TERM CONTRACT TO MARCH 31, 2022 WORKPLACE HARASSMENT & PREVENTION ADVISOR

The Nokiwin Tribal Council Inc. was incorporated in 2006. Nokiwin provides services to member First Nations including Animbiigoo Zaagi'igan Anishinaabek, Bingwi Neyaashi Anishinaabek, Biinjitiwaabik Zaaging Anishinaabek, Kiashke Zaaging Anishinaabek, Fort William First Nation and Pic Mobert First Nation.

The Tribal Council is mandated to provide services to our member and affiliated First Nations in the areas of governance, finance, economic development, community planning, technical, education, health and safety and Access to Justice services in response to their needs and priorities. For more information go to www.nokiwin.com

SUMMARY OF POSITION

Nokiwin Tribal Council requires one (1) experienced, knowledgeable, and motivated Workplace Harassment & Prevention Advisor. Working in a team centered environment, and reporting to the Executive Director, the Workplace Harassment & Prevention Advisor will work with the G'minoomaadozimin Steering Committee, to develop strategies and tools in accordance Anishinaabe Culture and practices to address workplace Lateral Violence.

Please see Workplace Harassment & Prevention Advisor Profile for more information.

PREFERRED QUALIFICATIONS

- Knowledge of historical trauma, mental health and lateral violence realities from a First Nation community and organizational context
- Experience working with Nokiwin First Nations communities and organizations
- Strong communication, time management, and problem-solving skills
- Strong documentation capacity with the ability to meet stringent deadlines
- Experience with facilitation and community consultation
- Experience with business writing and communications
- Possess a post-secondary degree in a related field with proven experience in project management. Possess a post-secondary degree or diploma in health & safety along with proven experience from both a federal and provincial perspective.
- First Nations health & safety experience considered an asset.
- Experience with project management and project management principles
- Experience writing proposals and grant applications is an asset
- Must be computer literate including MS Office and internet use
- Fluency in Anishinaabe, knowledge and appreciation of Anishinaabe culture and heritage are assets
- Valid driver's license and current satisfactory criminal reference check is required
- Ability to travel to and work in Nokiwin communities

TRIBAL COUNCIL
Thank you for your interest; only those selected for an interview will be contacted.

Please send your cover letter, resume, and 3 work-related references by

4:00 p.m. Thursday May 2, 2019 to:

Workplace Harassment & Prevention Advisor

Hiring Committee

Nokiwin Tribal Council

384 Fort William Road, Thunder Bay, ON P7B 2Z3

E-mail: reception@nokiwin.com