



# Employment Opportunity

Position: **Restorative Justice Coordinator  
Supporting Fort William First Nation**

Status: Full-time Term Contract

Opening Date: Friday May 16, 2025

Location: Thunder Bay, ON

Posting Reference: NTC- 202506  
(Reposted)

Contract End Date: March 31, 2029

Closing Date: Friday May 30, 2025

Salary: \$59,987.20 - \$61,789

## Join Nokiiwin Tribal Council

At Nokiiwin Tribal Council, a vibrant and growing non-profit organization, we proudly collaborate with our five member First Nations to drive growth, unity, and prosperity. Guided by respect, understanding, and shared values rooted in the Seven Grandfather Teachings, we are committed to making a meaningful difference across various fields, including governance, finance, access to justice, economic development, community planning, technical services, and education.

## Your Impact Starts Here

Explore career opportunities where you can contribute to shaping thriving communities and strengthening our shared future. Learn more about our mission and values at [www.nokiiwin.com](http://www.nokiiwin.com). Be part of a journey toward community empowerment and lasting impact.

## Ready to Make a Difference?

Nokiiwin Tribal Council requires an experienced, knowledgeable, and motivated **Restorative Justice Coordinator supporting Fort William First Nation** to develop and implement Nokiiwin's Restorative Justice Program. Reporting to the Access to Justice Manager, the Restorative Justice Coordinator will work closely with the Access to Justice team, Nokiiwin Justice Advisory Steering Committee, and the Fort William Justice Committee. This role is crucial in bridging gaps between Indigenous communities and the justice system, fostering trust, and implementing culturally appropriate approaches to justice. It requires a blend of relationship-building skills, program development expertise, and a deep understanding of restorative justice principles.

### Summary of duties:

- **Foster Strong Relationships:** Build and nurture connections with various stakeholders including Nokiiwin First Nation communities, Indigenous justice service providers, police, Crown Attorneys, Indigenous court workers, and others.
- **Develop Consistent Diversion Program:** Collaborate with Fort William First Nation to create their diversion program, ensuring engaging with community, the Justice Advisory Steering Committee, and the Access to Justice Team.
- **Support Implementation of Restorative Justice:** Assist in establishing and facilitating the adoption of a restorative justice framework within the community.
- **Identify Resources:** Seek out and secure resources to support the delivery of restorative justice programming in Fort William First Nation.
- **Establish, Review, and Revise Protocols:** Work on developing, reviewing, and updating protocols with police, Crown Attorneys, Indigenous Friendship Centres, and other community partners.
- **Develop and Deliver Training:** Create and maintain training modules focusing on victim participation in restorative justice, as well as sessions on conducting restorative justice circles for criminal diversions.
- **Set Up Referral Process:** Collaborate with Fort William First Nation, Access to Justice Teams, and justice personnel to establish a referral process for pre- and post-charge diversion, involving the Fort William Justice Committee.
- **Provide Comprehensive Support:** Offer culturally competent restorative justice support to develop confidence and trust in the process.
- **Monitor Success:** Make referrals for individuals and track their progress to ensure the effectiveness of the restorative justice interventions.
- **Participating in Committees:** Actively engage as a member of the Justice Advisory Steering Committee to contribute to overarching justice initiatives and strategies.

- Conduct Restorative Healing Circles: Facilitate restorative healing circles with individuals and families, providing a platform for reconciliation and resolution.

#### Preferred Qualifications:

- A university degree or college diploma in a related field (Social Services, Political Science, or other justice or social related degree/diploma) with a minimum of three (3) years of related work experience.
- Previous experience engaging with communities and creating partnerships and developing programs and protocols.
- Previous experience working in the criminal justice system, community development, social services, or related fields is valuable. Experience specifically in restorative justice coordination or facilitation is highly desirable. Technical knowledge and experiences with court processes, court specific language, and an awareness and knowledge of reference materials available.
- Must have experience working with First Nation individuals, organizations, First Nation Government, First Nation communities and other levels of government. Demonstrated cultural competency and sensitivity to the needs and perspectives of Indigenous communities, along with a commitment to cultural humility and continuous learning.
- Solid foundational understanding of Indigenous restorative justice practices and revitalization of Indigenous legal traditions.
- The ability to build rapport, establish trust, and maintain positive relationships with diverse stakeholders, including Indigenous communities, justice system personnel, and service providers, is essential. Excellent communication skills, both verbal and written, are crucial for effectively liaising with stakeholders, facilitating meetings, and delivering training sessions. must be highly self-motivated and able to work well independently or as a team member. Must have excellent computer skills, proven experience with word processing, spreadsheet, database, presentation, and publishing software preferably in a Microsoft Office 365.
- Strong organizational and project management skills are necessary for coordinating restorative justice programs, managing resources, and tracking outcomes. Willingness to travel extensively to Nokiiwin member First Nations and must have valid Ontario Driver's License and access to reliable transportation.
- Successful completion of a Level 3 – Police Vulnerable Sector Check (PVSC)

#### Benefits of Working for Nokiiwin

- **Health and Wellness** - we offer excellent 100% employer paid health, vision care and dental benefits for eligible full-time employees.
- **Financial Security** – offers a Defined Contribution Registered Pension Plan (RPP) with competitive company matching option for eligible full-time employees.
- **Environment** – Nokiiwin's culture provides an exciting, supportive, and fun work environment.

Apply today and become part of our dynamic team!

Interested applicants **must apply online at [www.indeed.com](http://www.indeed.com)** by **submitting a single PDF document** that includes their cover letter, resume, and three (3) professional references by

**4:00 p.m. Friday May 30, 2025**

Only candidates who meet the qualifications and are granted an interview will be contacted.

Nokiiwin is an equal opportunity employer and is committed to providing employment that reflects the diversity of our communities. We encourage applications from qualified First Nations individuals and others who share our vision of community development and prosperity.