



Employment Opportunity Indigenous Culture and Recreation Facilitator/Coordinator

About Keepers of the Circle

Keepers of the Circle is an Indigenous Hub operated by the Temiskaming Native Women's Support Group (TNWSG), a non-profit organization founded in 1997 to promote the economic, cultural, and social equity of Indigenous women, girls, and gender diverse peoples.

About the Role

Keepers of the Circle is looking to recruit an Indigenous Culture and Recreation (IRC) facilitator/coordinator who will work in collaboration with Family Services Department. The IRC Facilitator/coordinator will increase opportunities for Indigenous women, girls and two spirited people to engage in land based cultural and recreational activities with one another as well as with community, Elders and families. They will offer opportunities for community connection and improved physical and mental health by encouraging the development of a positive cultural identity, building self-confidence and cultivating a strong social network. Activities facilitated will promote safe and healthy relationships, help members gain self-advocacy skills and will integrate wellness and education for social challenges such as gender-based violence, human trafficking, substance abuse and unhealthy relationships into the programs and activities that will increase knowledge and empower individuals.

This position is a full-time (35 hrs per week) and **travel is necessary** to perform duties required between our centres in Kirkland Lake and Temiskaming Shores

Requirements:

- Valid First Aid certificate with Infant CPR (or ability to obtain one within 90 days of employment)
- A valid G class driver's licence
- Criminal Record Check with Vulnerable Sector Screening
- Exceptional understanding and knowledge of Indigenous culture, traditions, and socio-economic issues affecting Indigenous families
- Knowledge of local Indigenous communities, organizations, and service providers located within the Timiskaming District

Special considerations will be given to candidates:

- Excellent organization, reading and writing skills
- Strong computer skills and experience with data analysis digital tools
- Previous experience facilitating and implementing workshops and activities to groups
- Completed trauma-informed training or experience providing trauma-informed care
- Experience with cultural and ceremonial activities and or land-based teachings and activities

We strongly encourage you to self-identify if you are of Indigenous ancestry or are a community affiliate.

If you would like more information about the role, please reach out to hr@keepersofthecircle.com

Inclusion, Diversity, Equity & Accessibility

We advocate for the presence and contributions of all people regardless of race, colour, religion, age, genetic status, sex, military status, or disability that does not prohibit performance of essential job functions. As an Indigenous organization, Keepers of the Circle has an affirmative action policy that prioritizes the hiring of Indigenous Peoples and community affiliates. Please let us know of any specific requirements during the application process by emailing hr@keepersofthecircle.com – we are happy to work with you on accommodation requests.

How To Apply

Applications will be accepted until **June 20, 2025 at 5 pm**. Please send your resume and cover letter to hr@keepersofthecircle.com with the subject title "Indigenous Culture and Recreation Facilitator Job Application – (Your Name)".