

# INTERNAL/EXTERNAL POSTING



Inuuqatigiit-Centre for Inuit Children, Youth and Families is a multi service non-profit organization serving Inuit children and youth and their families, dedicated to providing cultural, educational, and support services in a caring, respectful and collaborative environment that fosters strong and proud Inuit children and families.

**Position #** 2024  
**Position:** Kamatsiarniq Child & Youth Worker  
**Posting Date** March 21, 2024  
**Start Date:** ASAP  
**Hours:** Full-Time Indeterminate  
**Salary Range:** Inuuqatigiit Centre offers a competitive wage and benefit package

## POSITION SUMMARY

Under the supervision of the Manager of Family Well-Being, the Kamatsiarniq child and Youth worker facilitates the transfer of Inuit knowledge, language and culture to children and youth in care or adopted into non-Inuit families, so they become knowledgeable and proud of their Inuit identity and develop a sense of belonging. The Kamatsiarniq Child & Youth worker will help Inuit children youth in care relate their ability to achieve their goals and help them achieve their potential.

## KEY DUTIES AND RESPONSIBILITIES

- *Develop and deliver programming to teach children and youth about Inuit history, societal values, customs and traditions and develop their cultural skills. Produce program promotional materials and promote the activities to the public;*
- *Assist children and youth to connect with their community and region of origin (if appropriate), including enrollment with their Land Claim Organization;*
- *Provide one-to-one support and regular group programming to engage children and youth in their culture and community;*
- *Develop and deliver programming to teach children and youth about Inuit history, societal values, customs and traditions and develop their cultural skills. Produce program promotional materials and promote the activities to the public*
- *Develop cultural resources*
- *Coordinate access to cultural resources, as well as Elders and knowledge keepers*
- *Contribute to Cultural Connection/Safety Plans for children in foster and adoptive placements, and helping carers understand the importance of ongoing learning and connection to community*
- *Maintain a referral-to-program process with child welfare agencies, schools and other agencies involved with children and youth in care*
- *Facilitate supportive networks of family and community members who will help children and youth develop/maintain a strong sense of cultural identity*
- *Provide emotional support to children and youth, as well as crisis intervention and conflict resolution as needed*

## **WORKING RELATIONSHIPS**

- Develop and maintain collaborative relationships with Inuuqatigiit's internal programs, TI programs, and other service providers to create and support a coordinated network of wrap-around services for children and youth
- Connect youth to existing supports and resources in the community to assist them in successfully transitioning from care to healthy and independent living, including:
  - Housing supports
  - Educational supports and resources
  - Employment services and training
  - Life skills training (e.g. financial management, household management)
  - NIHB registration
  - Land Claims card acquisition
  - Social assistance
  - Health, including sexual health
  - Mental health services; and
  - Legal services
  - Supports for youth exploring their gender identity
  - Supports for 2SLGBTQ+ youth; and
  - Inclusive and non-judgmental, ability to support gender diverse individuals and individuals along the sexual orientation spectrum

## **HEALTH AND SAFETY:**

- Understand and follow all program policies (e.g. health and safety)
- Ensure program space is maintained in an orderly and inviting manner;
- Participate as a team member in supervising programs;
- Comply with all recording and reporting requirements outlined in Inuuqatigiit Centre policies and procedures (e.g., incident reports);
- Maintain program equipment in good repair and share responsibility for keeping a healthy and safe program space; and
- Identify and report on concerns, issues, and hazards.

## **ADMINISTRATION:**

- Maintain thorough, orderly, and confidential administrative documents required by funder and Inuuqatigiit Centre, (e.g., participation records, intake files, children's files);
- Complete proper and timely client care notes;
- Meet all tracking, evaluation, and reporting requirements of funder and Inuuqatigiit Centre (attendance, project statistics, project targets, surveys, etc.);
- Meet regularly with the Manager of FWB and TI;
- Attend staff meetings and training sessions as required;
- Enter case notes into the database Inuuqatigiit Centre uses;
- Produce monthly and quarterly program reports indicating outcome and process accomplishments
- Conduct program evaluation to assess the success of the program; and
- Keep an inventory of supplies; order and purchase program supplies as needed

## **ACCOUNTABILITY:**

- Accountable for the well-being of individual children/youth/parents who required additional supports
- Accountable for the cultural integrity of all child/youth/family programming

## **LEADERSHIP**

- Act as a positive role model to promote professional values and ethics within Inuuqatigiit Centre.
- Provide trauma-informed guidance and support to staff; and Demonstrate autonomy and initiative.

## **EXTERNAL COMMUNICATIONS**

- Communicate regularly with partners, funders and other stakeholders.
- Guide staff in communications with youth, parents and partners

## **WORKING CONDITIONS**

- Work regular and consistent weekly hours of work.
- Required to work occasional evening and weekend hours related to supervision of youth programs and services.
- Additional hours on occasion to meet deadlines and ensure delivery of high-quality youth programs and services.
- Some travel to meetings may be required

## **KNOWLEDGE AND SKILLS**

- Excellent organizational, problem-solving skills and attention to detail.
- Ability to handle sensitive information.
- Ability to exercise sound judgment and prioritize workload.
- Ability to function well in a high-paced and fast-paced environment.
- Must have excellent oral and written communication skills primarily in English, Inuktitut is considered an asset.
- Advanced computer skills in Microsoft Office (Word, Excel, Access and Outlook) and accounting software.
- Networking and partnership-building skills.
- Effective leadership skills
- Ability to respond effectively in crisis situations.
- Ability to multitask in a fast-paced environment.
- Enthusiasm and commitment to youth.

## **QUALIFICATIONS AND REQUIREMENTS**

- Post-Secondary education in related field; or equivalent;
- Minimum of one to three years' experience working with a child, youth or family-oriented program; and
- Inuit descent required;
- Written and spoken fluency in Inuktitut an asset;
- Passionate about sharing and passing on cultural knowledge;
- Exceptional knowledge of Inuit Qaujimajatuqangit, Inuit history, culture and values;
- Knowledge of socio-determinates of health that impact Inuit families;
- Inclusive and non-judgmental, ability to support gender diverse individuals and individuals along the sexual orientation spectrum
- Experience in child/youth engagement and community outreach
- Knowledge of available resources in community and the surrounding areas

- Experience in conducting intake, individual counseling, and group facilitation
- Ability to initiate, develop, plan, and deliver group programming, including cultural programming;
- Strong interpersonal and communication skills and the ability to work effectively with children, youth, community members, fellow employees, and staff at Inuuqatigiit and other partner agencies
- Ability to function effectively in a high stress, high noise environment; and
- Ability to operate computer systems and relevant software.

#### **CONDITIONS OF EMPLOYMENT**

- TB Test and other immunizations up to date.
- Medical certification of good health.
- Police Record Check required in keeping with policies and procedures.
- CPR / First Aid Certification (or willingness to become certified).
- COVID-19 Vaccine – minimum of two doses

**Please apply with a cover letter and up-to-date resume to:** Human Resources Department, at [jobs@inuuqatigiit.ca](mailto:jobs@inuuqatigiit.ca)

***Note that accommodations are available for applicants with disabilities throughout the recruitment process. If you require specific accommodations, please contact the HR Department through the information provided above, so that we can make suitable arrangements with you.***

***When two equally qualified candidates are considered for the same position, preference will be given to the candidate of Inuit descent.***

***We thank all who apply to this position. Only those applicants selected for an interview will be contacted.***