ᑭᓕᓪᓚᖅ ᐃᓄᐃᑦ ᑲᑎᕕᖏᑐᖅᑎᓯᒪᔪᑦ
Kivalliq Inuit Association
ᑎᑎᖅᑲᖅᖃᕐᕕᐅ/P.O. Box 340, ᑲᓛᑎᖅᓯᓂᖅ/Rankin Inlet, ᓄᓇᕗᑦ/Nunavut X0C 0G0
ᐅᖅᑲᓗᑕ/Tel: (867) 645-5725 ᓱᖅᑲᔪᖅᑯᑦ/Fax: (867) 645-2348/645-2355ᐊᑭᖅᑲᓕᑎᑐᖅᑯᑦToll free: 1-800-220-6581

EMPLOYMENT OPPORTUNITY

Social Development Coordinator – 3 Year Term

The KIA has an immediate job opening for a Social Development Coordinator. Reporting to the Executive Director, you will lead the Association's Social Development Department. This will include managing a number of ongoing projects such as Pijunnaqsiniq Culture Camp, a Music Camp, an Arts Camp and many other social and cultural activities.

This exciting position is best suited to an energetic person with years of experience working with Youth and Elders, and in a cultural setting; this position requires travel to remote locations as well as southern destinations, some travel may be extensive.

Skills Required

- Fluency in spoken and written Inuktitut and English is an asset;
- Ability to write reports, prepare proposals for funding;
- Ability to effectively present information in a one-on-one and small group situations to beneficiaries and other employees of the organization;
- Ability to solve practical problems and deal with a variety of concrete variables on situations where only a limited standardization exists;
- Ability to interpret a variety of instructions furnished in written, oral or schedule form.
- Ability to host special events, planning, coordination and delivery or programs; and,
- Strong computer skills and excellent knowledge of MS Office programs.

Knowledge

- Nunavut Land Claims Agreement;
- Office management and project management principles and procedures; and,
- Issues affecting youth, elders, woman, and children.

Education & Experience

- College level education in Community Development or Social Development (equivalencies that consist of an acceptable combination of a high school diploma or equivalent and at least 2 years experience in a related field will be considered);
- Experience working with youth/elders; and
- Experience coordinating and planning events.

<u>Salary and Benefits:</u>

- Salary based on qualifications
- Competitive benefits package

Please submit a résumé to:

Gabriel Karlik, Executive Director
Kivalliq Inuit Association
P.O. Box 340
Rankin Inlet, NU X0C 0G0
Email: gkarlik@kivalliqinuit.ca

Closing Date: Friday, June 8, 2018, 4:00PM Central Time

Only those selected for interviews will be contacted.