



Breaking Down the Barriers Project Coordinator

The Native Women's Resource Centre of Toronto (NWRCT) is an Indigenous community-based organization dedicated to providing resources and support to urban Indigenous women and their families. Our work helps to build the self-sufficiency of Indigenous women and strengthens our collective capacity to make positive changes in our community.

The Native Women's Resource Centre (NWRCT) will be offering the Breaking Down the Barriers-Bridging the Potential project for 12 months to meet the urgent need for culturally informed interventions, and life skills training opportunities for our LGBTQ2SI clients. The Breaking Down the Barriers-Bridging the Potential project will offer self-identifying LGBTQ2SI Indigenous women life skills training and healing programming to address issues such as violence, suicide, homelessness, addictions, and poverty.

Duties include:

- Recruit and coordinate participants and facilitators for the Breaking Down the Barriers-Bridging the Potential Project
- Responsible for the coordination and oversight of all project clients, programming, and materials
- Responsible for coordinating programming with existing NWRCT programming to effectively meet client need
- Collect programming attendance and statistics
- Assist with programming evaluations
- Responsible for data collections, and reporting to the Executive Director
- Analyze client evaluations of the project to modify programming if needed
- Other duties as necessary

Qualifications and Skills:

- Excellent oral and written skills
- Experience in leading multifaceted projects
- Strong organizational skills
- Strong computer skills – Email, Excel, Word, Social media
- Dedication to team building and a positive team member
- Knowledge and experience within Toronto's Indigenous and LGBTQ2SI community is considered an asset
- Membership with NWRCT would be considered an asset

Please provide a cover letter and resume to Sarah Midanik, Executive Director at ed@nwrct.ca. The deadline is **Friday, April 12th, 2017.**

NWRC's opportunity for employment is non-discriminatory and in compliance with the provisions of the Ontario Human Rights Code and the City of Toronto's Anti-discrimination Clause.