



EMPLOYMENT OPPORTUNITY

Trauma Support Program-Oshkaabewis Contract Position

****Details to be discussed in the interview****

The Native Women's Resource Centre of Toronto (NWRCT) is a community-based organization dedicated to providing resources and support to urban Aboriginal women and their families. NWRCT delivers culturally appropriate programs and services that empowers and builds the collective capacity and self-sufficiency of Aboriginal women.

As part of the NWRCT team, the Oshkaabewis will provide timely and effective supports and assist to build capacity of the Trauma Support Program to better meet programming needs and supports for survivors of sexual violence, harassment & human trafficking.

Responsibilities:

- Perform outreach for the Trauma Support Program within community organizations and external partners
- Assist both Trauma Therapists and Traditional Healing Practitioners with administrative duties, including but not limited to, note taking and reporting
- Collaborate and assist Traditional Healing Practitioners with creation, implementation and ordering for groups, workshops and individual sessions
- Assists the Trauma Support Coordinator, Trauma Therapists, and Traditional Healing Practitioners by conducting initial needs assessments and coordinating referrals for clients
- Collaborate with the Trauma Support Manager to develop a resource library for the Trauma Support Program
- Other duties as required

Administration:

- Complete reports monthly, quarterly, and annually, e.g. client files, programming statistics, and monthly work plan, timesheets, and submit on or before due date
- Supports the development of an Indigenous Resource Library internally
- Assist with other program workshop preparation and monitoring, as required

Qualifications:



- Relevant post-secondary degree or diploma preferred or equivalent with minimum of 3 years' experience
- Experience in intake, needs assessment and client interfacing
- Knowledge of both Western and Indigenous pathways to healing
- Experience in and knowledge of victims' issues surrounding sexual violence, discrimination, harassment, and human trafficking
- Excellent written and verbal communication skills
- Experience working with Indigenous Peoples and communities
- Knowledge of Indigenous cultures, traditions and ceremonies
- Good organizational/time management skills with an ability to plan ahead, define measurable objectives, outcomes and meet timelines
- Current Police Record Check and Vulnerable Sector Screening are required
- Program coordination and development are an asset
- Crisis prevention, and Mental Health First Aid certification are an asset
- First Aid and CPR certifications are an asset
- Lived experience is an asset

Please provide a cover letter and resume to:
Lindsey Lickers, Trauma Support Manager
HTLiaison@nwrct.ca

Deadline: Until Filled

Due to the nature of the organization's culturally based social services, NWRCT encourages applications from Indigenous women (Section 24 (1) (a), Special Employment, Ontario Human Rights Code).

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.