



Moose Cree First Nation

EMPLOYMENT OPPORTUNITY

Community Engagement Coordinator

Competition #19-08 (2nd Posting)

Job Location: Moose Cree First Nation, Moose Factory, ON

Position Summary:

Moose Cree First Nation (MCFN) has initiated development of a Land Use Plan. The Plan will focus on protection of MCFN Homelands for continued Indigenous use and environmentally sustainable economic development. A Terms of Reference has been prepared for internal use by the MCFN to guide plan development. Under the general supervision of the Director of Lands and Resources, the Community Engagement Coordinator will oversee the development and implementation of the communication and engagement strategy associated with development of the Plan including coordinating and facilitating engagement activities with community leadership, membership, staff and appropriate target groups as required. The incumbent will work closely with the Land Use Plan Coordinator and other planning team members to ensure effective and timely completion of the plan.

Qualifications/Requirements:

1. Post-secondary education with focus in Social Sciences, Indigenous Studies or related discipline with minimum one (1) year of experience in community service delivery or similar project coordination role. Equivalent combination of education and experience may be considered
2. Experience coordinating and facilitating meetings, workshops and/or engagements
3. Knowledge of and ability to author and implement communication policies
4. Working knowledge of MS Office programs
5. Strong team player and ability to work independently with minimal supervision
6. Strong analytical, problem-solving, negotiation and conflict resolution skills
7. Must possess initiative, tact, discretion and good interpersonal skills
8. A Valid Driver's License
9. Knowledge of the local Cree culture, traditions, and community
10. The ability to speak Cree would be a strong asset

Salary: As Per Funding Agreement

Duration: 35 month term with 6 months' probation

References: Two recent employment references with cover letter and resume and permission to contact.

Submit Resume to: Human Resources Generalist
Moose Cree First Nation
P.O. Box 190
Moose Factory, ON POL 1W0

Fax: (705) 658-4734 or **email:** jobs@moosecree.com

Deadline for Resume: Tuesday, February 19th, 2019 at @ 4:00pm.

Job Description: Available Upon Request

Only those selected for an interview will be contacted