



PROJECT COORDINATOR IN INDIGENOUS SCHOOLS (NUNAVIK, EYYOU ISTCHEE AND OTHER FIRST NATIONS COMMUNITIES)

September 2024 TO JUNE 2025

*****This job requires relocation for the duration of the contract*****

Experience life in a northern Indigenous Community for one school year and make meaningful connections while leading educational activities with youth!

Project coordinators in Indigenous communities have **3 main areas of activity:**

- Organizing extra-curricular activities to support school perseverance
- Working with teachers to develop and animate classroom activities that help make academic knowledge more relevant for teenagers.
- Working with local organizations to help create links between the school and community.

JOB CONDITIONS

- *\$20/hour*
- *37.5 hours/week, flexible schedule*
- *Per diem of \$230/week (\$290/week in Nunavik)*
- *Free lodging (or rent allowance for local hires)*
- *Phone and/or internet allowances*
- *Transportation covered*
- *Access to employee well-being programs, trainings and career coaching*
- *Opportunities for internship recognition*

MAIN RESPONSIBILITIES

- Create, organize, and lead engaging activities for elementary or high school students.
- Manage a budget for the project and the material inventory.
- Communicate and collaborate with school staff as well as external partners in the implementation of projects, activities, and special events.

(For some projects, having your own vehicle could make things easier!)

SKILLS AND EXPERIENCE

- Experience working with youth.
- Motivation, leadership persistence, flexibility, communication skills, vision and creativity are essential.
- Office Suite (Teams, Word, Excel, PowerPoint)

LANGUAGE

- Spoken and written English; *knowledge of written and spoken English is required in this role because you will be interacting with anglophone colleagues, customers and partners located across Canada.*
- Spoken and written French is an asset.
- **Written and/or oral knowledge of an Indigenous language is an asset.**

***Indigenous candidates are strongly encouraged to apply.**

TO APPLY

<https://www.cognitoforms.com/FusionJeunesse/APPLICATIONProjectCoordinatorInIndigenousCommunities>

IMPORTANT

A criminal background check is required to work with vulnerable people. This is done at the time of hiring.

If you have a work permit with this clause: "Is not authorized to work in 1) childcare, 2) high school or elementary school education, 3) health services, "unfortunately, we cannot consider you for the position, as the job is in the teaching field. To be able to work with us, you have the possibility, with a medical examination, to have this clause removed. Do not hesitate to contact us to continue the hiring process if this clause is removed from your work permit.