



Native Council of PEI

Job Posting – The Way Forward Facilitator

Job Title:	The Way Forward Facilitator	Position Type:	Full Time
Location:	Charlottetown	Travel Required:	Frequently
Wage:	\$20 per hour	Hours Per Week:	37.5
HR Contact:	humanresources@ncpei.com 902-892-5314	Date Posted:	February 22, 2023 Pending Start Date of April 1 st 2023
Website:	http://ncpei.com/employment/	End Date:	Competition will remain open until position is filled.

Applications Accepted By:

FAX OR EMAIL: RESUME AND COVER LETTER

Attention Human Resources
 Subject Line- The Way Forward Facilitator
 Fax Number-(902)368-7464 Email- humanresources@ncpei.com

Job Description

POSITION SUMMARY:

The Way Forward Program of the Native Council of PEI is a life skills and employment readiness program for off-reserve Indigenous youth (ages 15-30) on PEI. The program will run on a 24-week cycle with a total of 9 Intakes. The Facilitator is required to deliver the program to youth participants and organize and monitor job experience placements.

ROLE AND RESPONSIBILITIES

- Assist the Program Coordinator in the planning the program curriculum and activities from a trauma-informed perspective.
- Facilitate delivery of the curriculum based on specific needs identified by youth in each Intake.
- Organize guest speakers and invite Elders to share cultural teachings.
- Seek out partnerships/collaborations with other programs, businesses, and institutions to provide employment and training opportunities.
- Monitor job employment placement through ongoing communication with employers and participants.
- Contribute to program reports as requested by Program Coordinator.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Secondary education in a related field.
- Experience in education or youth programming.
- Demonstrated success working with Indigenous communities in a related capacity.
- Valid driver's license and reliable vehicle.
- Ability to collect and compile data and prepare written reports.
- Must provide a Vulnerable Sector Check prior to employment start.