**Job Posting – YOUR NATION Warrior Program Coordinator**

**Position:** Part-time Permanent OR Annual Contract Position

**Reporting To:** Director of Community Services

**Position Summary:**

The YOUR NATION Warrior Program Coordinator will work closely with the Community Services Team to provide ongoing support and mentorship to the youth involved in the YOUR NATION Warrior Program. The position provides an essential role in our commitment to the voice of our young people while also instilling our Nation’s perspectives, knowledge, and approaches to wellness and family strengthening.

**Key Duties:**

The Warrior Program Coordinator will be responsible for working with the participants of the YOUR NATION Warrior program to reach their self-identified goals through this land-based, cultural youth empowerment program. These duties will include but are not limited to:

* Advocating for youth
	+ Providing the voice for the Warrior youth at tables that are meeting during school hours
	+ Mentoring the Warrior program’s Youth Leaders to organize and implement weekly and weekend training for the group
	+ Supporting youth wellness and safety at all times
	+ Connecting with parents and guardians to identify needs for individual youth
	+ Using clear judgement and discretion when dealing with confidential and sensitive matters
* Coordination of Training
	+ Safely taking Warriors, mentors and volunteers out on the land to connect and learn
	+ Coordinating and participating in Warrior weeknight and weekend training activities and events
	+ Organizing safe transportation
	+ Coordinating learning opportunities and speakers
	+ Organizing cultural leaders and mentors
* Communication
	+ Ongoing visioning, planning and team building with the entire group
	+ Community engagement and communication about the program
	+ Presenting to Chief and Council and Community/Families
	+ Communicating with schools and other community partners
	+ Visiting and communicating directly with parents and guardians
* Administration
	+ Seeking funding and conducting research to implement program goals and plans
	+ Effectively manage and report on program budget
	+ Tracking the medical and wellness information of youth
	+ Maintaining an equipment tracking system for program gear
	+ Ensuring the maintenance of current criminal records check for anyone who has the ability to build a relationship with the youth
	+ Fulfilling program reporting and documentation requirements to funders
* General
	+ Foster interest and knowledge of YOUR NATION history, language, and culture.
	+ Support cross-cultural and inter-departmental communication
	+ Work closely with the Community Service and Education teams
	+ Abide by YOUR NATION First Nation Confidentiality Agreement
	+ Adhere to YOUR NATION First Nation Personnel Policy

**Preferred Qualifications/ Experience:**

* Knowledge of YOUR NATION First Nations history, traditional ceremonies, language, and culture.
* Proven ability to facilitate and lead groups
* Organizational skills, verbal/ written communication skills, time management, interpersonal skills
* Knowledge and experience with MS Office (Excel, Word, PowerPoint, Outlook) an asset
* Self-motivated with an ability to work independently, in a team environment, and with minimal supervision
* Ability to communicate effectively and work with Elders, youth and families
* Acceptable Criminal Record Check with Vulnerable Sector search required
* Current valid Class 4 B.C. driver’s license and drivers abstract
* Lifestyle consistent with the duties and responsibilities of the position