



EMPLOYMENT OPPORTUNITY

Mnaasged Child and Family Services

POSITION TITLE: Language Revitalization Project Coordinator	CLASSIFICATION: 6-month Contract
CLOSING DATE: Posted Until Filled	SALARY: \$65,000.00 (annual)

GENERAL DESCRIPTION

Under the direction of the Director of Services or designate, the Language Revitalization Project Coordinator is responsible for coordinating a multimedia initiative focused on preserving and promoting the Oneida, Ojibwa and Lunaapeew languages. This six (6) month contract, with the possibility of extension pending funding, is based at Mnaasged Child & Family Services in Muncey, Ontario. The project will develop culturally grounded videos, children’s books, family resources and an online learning portal guided by the Seven Stages of Life Teachings.

RESPONSIBILITIES:

- Coordinate the daily activities of the Language Revitalization Project
- Develop and maintain project schedules, timelines and work plans
- Coordinate meetings with Elders, Knowledge Keepers, language speakers, illustrators, videographers, translators and community partners
- Coordinate the collection, organization and management of language recordings, translations, photographs and project documentation
- Coordinate translation and quality assurance for project materials
- Assist with the development of printed resources, children’s books and educational materials
- Monitor project deliverables and prepare progress reports
- Other duties as required and assigned

QUALIFICATIONS

Minimum Education

- Diploma or Degree in Indigenous Studies, Social Work, Education, Project Management, Communications, Linguistics or a related field

Minimum Experience

- Minimum two (2) years of project coordination or community development experience
- Experience working with First Nations communities
- Experience coordinating cultural, educational or language revitalization initiatives is considered an asset
- Experience working with Elders and Knowledge Keepers is considered an asset

Knowledge Requirements

- Understanding of Indigenous cultures, teachings and protocols
- Respect for, sensitivity towards as well as knowledge and understanding of member Nation culture, traditions and Teachings
- Knowledge of Mnaasged programs and services
- Knowledge of Oneida, Ojibwa, Lunaapeew and other Indigenous languages is considered an asset
- Familiarity with digital media, video production or educational resource development is considered an asset

Special Skills

- Excellent organizational, planning and time management skills
- Excellent oral and written communication skills
- Excellent computer skills with MS Office Software
- Strong relationship building skills and cultural humility
- Ability to work independently, show initiative and self-direction
- Ability to work within a team environment and problem solve
- Strong attention to detail and adaptability
- Ability to work with confidential and sensitive information

Other Requirements

- Must provide a clear Police Records Check with Vulnerable Sector Check
- Must have a Class ‘G’ Ontario Driver’s Licence, access to a vehicle and the ability to travel throughout the Member Nations as required
- Must have \$1M automobile insurance coverage

For a full job description, please contact Human resources at Hr@mnaasged.com 519 289-1117 ext. 290

Mnaasged gives preference to any First Nation applicants for any employment opportunities as per Section (16)1 of the Canadian Human Rights Act.

Please forward your cover letter, resume and 3 working reference letters to:
Human Resource Department, Mnaasged Child and Family Services, 311 Jubilee Rd. Muncey, ON N0L 1Y0
Hr@mnaasged.com

Only those selected for an interview will be contacted