



IGNITING THE SPIRIT WITHIN

NOW HIRING

BIWAASE'AA PROGRAM SUPERVISOR

Responsible for overseeing all components of the Biwaase'aa program and is responsible for the supervision and guidance of Youth Outreach Workers, After School Assistants, placement students and volunteers of the program.



RESPONSIBILITIES

- Assumes all programming, managerial and administrative duties and responsibilities of this position.
- Oversees the day to day operation of the Biwaase'aa program.
- Prepares monthly reports regarding program activities/operations, ensures appropriate statistics and documentation is recorded and maintained.
- Ensures financial and administrative needs are met in a cost-effect manner by managing a budget and ensuring that the daily operations stay within budget.
- Ensure the program and staff reflect the vision, mission and values of Shkoday
- Works as a team member and strives to maintain a healthy atmosphere.
- Has a thorough understanding of relevant legislation.
- Ensures a safe, culturally appropriate and secure environment.

QUALIFICATIONS

- Post-secondary degree in education, social work or related field or an equivalent combination of education and experience with a preference of a minimum two (2) years program management experiences.
- Demonstrated non-profit organization management/supervisory experience.
- Must have knowledge of Anishinaabe culture and traditions and experience working with Indigenous persons.
- Ability to speak Ojibwe/Cree considered an asset.

CONDITIONS OF EMPLOYMENT

- Must have a successful Vulnerable Sector Check and valid First Aid/CPR Level "C".
- Must be able to travel to various schools and locations in Thunder Bay on a daily basis.

For additional information please visit Shkoday's website <http://www.shkoday.com>.

Shkoday is committed to diversity in the workplace and encourages applications from all qualified candidates. We encourage Indigenous people to apply.

Shkoday is committed to providing our employees with a safe, health and fair workplace.

Only those considered for an interview will be contacted.

Job Posting will be advertised until Thursday May 16, 2024 at 4:30 pm.

PLEASE SEND YOUR RESUME TO: HR@SHKODAY.COM

