



ndinawe
 NDINAWEMAAGANAG
 ENDAAWAAD INC.

Ndinawemaaganag Endaawaad Inc.

EMPLOYMENT OPPORTUNITY – Internal & External Posting

2025-22

Position:	Resource Coordinator	Program:	Programs and Services
Salary:	\$22.08 per hour	Location:	650 Burrows Ave
Classification:	Program Position	Hours of Work:	80 hours bi-weekly
Reports To:	Senior Manager	Closing Date:	Open until filled

About the Program:

In partnership with Red River College, the Ndinawe Child and Youth Care Certificate Program offers education and practical experience in the field of Child and Youth Care for people who have lived experience with but not limited to, sexual exploitation, addictions, justice involvement and trauma. Ndinawe’s Child and Youth Care Program is an accredited, full-time ten-month certificate program that counts towards the first year of a two-year Child and Youth Care Worker diploma program offered by Red River College.

About the Role:

The Resource Coordinator is responsible for the facilitation and coordination of therapeutic supports for the students of Ndinawe’s Child and Youth Care Program. The Resource Coordinator will provide both individual and group opportunities for therapeutic support. The Resource Coordinator is responsible for coordinating both clinical and cultural supports, advocacy and referral of students to supports.

General Responsibility:

- Establish and maintain positive relationships with students, emphasizing trust, respect, and confidentiality.
- Offer individual and group support opportunities.
- Assist as an advocate for students between instructors, staff, and external agencies when a student is experiencing difficulty with communication.
- Maintain a positive relationship with external agencies for the purpose of referring students to supports.
- Facilitate group and classroom activities in collaboration with instructors.
- Identify potential issues and provide feedback on student and program progression.
- Communicate opportunities for cultural participation outside of regular classroom hours.
- Seek new innovative opportunities for student development.

Knowledge, Skills and Abilities:

- Post secondary education in Human Services with preference given to counselling from an Indigenous perspective or an equivalent combination of education, volunteer work, employment, and experience.
- Excellent communication skills, both oral and written.
- Demonstrated reliability in time management and project management.
- Ability to establish relationships with young people and experiential persons.

- Clinical counselling experience.
- Experience working with Indigenous peoples and possess an understanding of Indigenous culture and spirituality.
- Strong background working with people whose experiences include sexual exploitation, addictions, justice involvement, and trauma with knowledge and understanding of current and available community resources in these areas.
- Strong case management and documentation skills.
- Positive, respectful, and flexible in times of crisis and urgency.
- Ability to set personal and respectful boundaries.
- Ability to interact with students and staff in a team environment.

As an Indigenous organization preference will be given to applicants who self-identify as being First Nations, Métis, or Inuit. Applicants are encouraged to self-identify in their cover letter.

Ndinawe requires a satisfactory criminal record check (including vulnerable sector search), child abuse registry check, and Prior contact check prior to the commencement of employment.

Ndinawe will accept existing criminal record checks and child abuse registry checks if dated within 3 months of your start date. Should you be the successful candidate these documents are a condition of employment.

Applicants are required to send a current resume with a cover letter clearly outlining your qualifications to:

Human Resources, Ndinawemaaganag Endaawaad Inc.
650 Burrows Avenue
Winnipeg, MB R2W 2A8
Email: HR@ndinawe.ca

***We thank all applicants for their interest; however, only those candidates selected to an interview will be contacted.**