



## **DOCFS EMPLOYMENT OPPORTUNITY**

### **Post-Majority Cultural Worker (TERM) Forest Hills Administrative Office**

Dakota Ojibway Child & Family Services requires a term Majority Cultural Worker in the Forest Hills Administrative Office. Reporting to the Majority Coordinator, the Majority Cultural Worker is responsible for coordinating cultural and land-based programs for youth transitioning out of care into adulthood and to young adults who were formerly in care to enjoy a wide variety of activities such as cultural teachings, arts and crafts, games, sports, and land-based teachings. Deliver life skills training for youth transitioning out of care into adulthood and to young adults who were formerly in care to learn positive skills, nutrition, and cooking safety, and empower them towards becoming independent. Assist agency staff in the planning, training and coordination of cultural activities and programs that foster a holistic approach to support children and families in their emotional, psychological, physical, and spiritual growth.

Applicants must meet the following criteria:

- Post secondary education desired however an equivalent of combination of training and experience may be considered.
- 2 years experience in supporting program delivery, administration, planning and organizing.
- Direct experience and understanding of cultural activities, programs and supports.
- Strong communication skills, high degree of accuracy, and ability to work within timelines.
- Ability to work independently and within a team. Must be able to support multiple requests from multiple sources.
- Demonstrated ability to problem solve, take initiative, and follow through on tasks.
- Ability to apply an Indigenous approach in working with children and families.
- Strong proficiency in MS Office Applications, including Access, database systems and internet.
- Demonstrated knowledge and/or understanding of Indigenous perspectives, First Nations culture and traditional philosophies.
- Ability to speak/understand Dakota or Ojibway is a definite asset.

Salary commensurate with education and experience. All applicants must submit with their application a current Criminal Record Check (with Vulnerable Section Query), Prior Contact Check, and Child Abuse Registry Check. Interested parties should apply in writing including three written references to:

**Dakota Ojibway Child & Family Services Inc.  
Forest Hills Administration Office  
Swan Lake First Nation  
Box 310 Carberry, MB R0K 0H0  
Attention: Human Resource Coordinator  
Phone: 204-834-2323 Fax: 204-834-2306  
Email: [hr@docfs.org](mailto:hr@docfs.org)  
APPLICATION DEADLINE: October 6, 2022 (4:30 pm)**

We thank all who apply, however, only those selected for an interview will be contacted. Preference will be given to Indigenous people and applicants are asked to self-declare in their resume or cover letter.