

Indigenous Community Recruiter and Event Coordinator

Circles for Reconciliation is a non-profit, grassroots community project that seeks to promote truth and reconciliation between Indigenous and non-Indigenous people in Canada. The goal is to create new relationships that are based on “mutual recognition, mutual respect, sharing and mutual responsibility” (TRC). We are seeking an Indigenous Community Recruiter and Event Coordinator to reach out to communities to recruit Indigenous facilitators and participants for Circles for Reconciliation, while informing communities of the project and helping it to grow and develop as it has in Manitoba. The Indigenous Community Recruiter and Event Coordinator, supported by volunteers, will recruit Indigenous community members over the next 6 months to take part as a facilitators, participants and/or guests (Elder) in Circles for Reconciliation.

We are seeking an Indigenous Community Recruiter and Event Coordinator who will engage with local First Nations and Indigenous groups to build trust and gain support for the Circles for Reconciliation program. This is a contract position, meeting the following objectives:

- Prepare promotional materials and social media accounts.
- Referring to current lists, build Contact Database of influential individuals and groups and meeting resources.
- Reach out to local First Nations and Urban Indigenous people
- Reach out to contacts and promote circles to influential individuals and others.
- Generate mainstream and social media interest in Circles for Reconciliation.
- Encourage Indigenous participation in Circles.
- Recruit Indigenous facilitators.
- Recruit sufficient Circle participants to hold 7 or more Circles for Reconciliation of 10 meetings each.
- Monitor registrations and support facilitators as new circles start and existing ones complete.

Qualifications:

This position requires:

- Knowledge of and connection with the 9 local First Nations including *ləkwəŋən* - Esquimalt and Songhees, *W̱SÁNEĆ*- Tsartlip, Tseycum, Tsawout, Pauquachin and Malahat and T'Sou-ke Nations, as well as the Urban Indigenous Community.
- Familiarity with Indigenous community agencies and groups, and secondary and tribal schools.
- Knowledge of local First Nations traditional protocols.
- Experience and ability to connect with people of various ages, from youth to adult to Knowledge Keepers.
- An understanding of the objectives and successes of the Circles for Reconciliation program.
- A commitment to promoting reconciliation through person-to-person engagement.
- Knowledge of social media platforms, MS Office Suite and virtual meeting technologies such as Zoom..
- Experience with Promotion, education and outreach.
- Project Management Experience.

Skills:

- Highly organized
- Able to work independently
- Excellent written and verbal communication skills
- Competency using internet and computer applications
- Community Engagement
- Project Management
- Ability to create promotional materials and circulate throughout the community

- Ability to travel to local communities and agencies for meetings
- Access to internet and computer

Remuneration:

A 6-month part time contract project fee TBA

To apply:

Please reply with cover letter and resume to The Victoria Circles Team at circlesvictoriabc@shaw.ca by Friday October 29th 2021. For further information, contact circlesvictoriabc@shaw.ca