



MANITOBA MÉTIS FEDERATION

COMMUNITY OUTREACH FACILITATOR

FEBRUARY 7, 2025

Posting #24-14-026

The Manitoba Métis Federation (MMF) is the democratically elected National Government of the Red River Métis, also known as the Manitoba Métis. The Red River Métis are a distinct Indigenous Nation and People, and Canada's Negotiating Partners in Confederation and the Founders of the Province of Manitoba.

The MMF seeks to fill **two full-time Community Outreach Facilitator** positions within our **Early Learning and Child Care Department** located at 200 Main Street in **Winnipeg, MB**. The Community Outreach Facilitator will role model and deliver Métis specific community programming and curriculum across the Red River Métis homeland, and assess the positive emotional, physical, social, and cognitive development of children, as well as offer and support appropriate activities, programs, and schedules to meet the needs of each child's individual developmental abilities and interests.

Job Duties/Competencies:

- Welcome and provide a community environment for families and caregivers;
- Collaborate with parents, professional agencies, and organizations regarding program facilitation;
- Facilitate Métis specific programs, special events, and projects within the community;
- Provide parents with information about community resources and services offered;
- Provide an inclusive space that meet children's emotional, physical, and social needs;
- Establish and maintain a safe and healthy learning environment;
- Attend Métis cultural events and gatherings as required;
- Encourage participation in ongoing activities;
- Manage records, documents, and assist with recruitment and marketing efforts.

Skills and Qualifications:

- Degree in Child Development, ECE II Diploma, or Advanced ECE III Diploma;
- Minimum of two years' experience as an Early Years Teacher or Early Childhood Educator or relevant role with demonstrated ability to deliver programs and services;
- Knowledge and experience with land-based education principles or a willingness to learn;
- Proficient in Microsoft Office Suite and experience in preparing reports and observation documents;
- Circle of Security Certificate, will be required to complete it within 2 years of employment;
- Strong organizational, interpersonal and time management skills;
- Experience working with boards and/or committees is preferred;
- Experience working for a not-for-profit organization and Indigenous community is an asset;
- Knowledge of Red River Métis culture, and MMF programs and services is a definite asset; and,
- Ability to travel, valid Manitoba Driver's license with access to a reliable vehicle.

We offer a comprehensive benefits package including; health, dental, vision, pension, and vacation.

Please submit your resume and cover letter, referencing the job posting number by Sunday, February 23, 2025.

The MMF requires a satisfactory criminal record check prior to commencement of employment. The MMF will accept existing criminal record checks if dated within 3 months of your start date. Obtaining this document is not a guarantee of employment.

Preference will be given to qualified Red River Métis applicants and they are encouraged to self-identify on their cover letter. The MMF encourages internal applicants to apply for career opportunities within our Government.

MMF Human Resources Department
300-150 Henry Ave
Winnipeg, Manitoba R3B 0J7
Email to: jobs@mmf.mb.ca
Fax to (204) 947-1816

All our job postings can be found at: www.mmf.mb.ca.