



Indigenous Community Coordinator

Brandon Urban Aboriginal Peoples' Council

The Brandon Urban Aboriginal Peoples' Council (BUAPC) is seeking an **Indigenous Community Coordinator** to be the public representative of BUAPC. To lead the process of improving BUAPC initiatives by negotiating new opportunities with the federal, provincial, municipal, Metis, First Nations, and Inuit government agencies to achieve increased community engagement and further programs that address issues of concern for urban Indigenous people in the City of Brandon.

Reporting to BUAPC, the Indigenous Community Coordinator will provide strategic advice and make recommendations to the Council concerning measures to address issues of concern for urban Indigenous people that align with the Strategic Plan and the Truth and Reconciliation Commission Calls to Action.

The key priorities are to build and grow sustainable funding relationships; develop, recommend and implement initiatives that align with the Strategic Plan approved by BUAPC; implementation of the phased work plan identified in the Funding Agreement between the City of Brandon and the Urban Programming for Indigenous People (UPIP).

In addition, this position is accountable for fund development, internal and external communications, government relations, BUAPC communication network, promotion of Indigenous programs, projects and events, and to participate in cultural activities, committees and groups. The Coordinator will maintain the day-to-day activities and will manage the office environment.

Qualifications: The ideal candidate will have a post-secondary degree/diploma in Indigenous Studies or a related subject or a combination of education and relevant experience may be considered. Minimum of two (2) years' experience in a senior administrative position. Experience working with boards or committees. Web site and social media experience an asset.

Knowledge, Skills and Abilities: Dynamic Public Speaking ability. Knowledge of Indigenous cultures and issues, particularly in an urban landscape setting. Exceptional communication skills with the ability to present to a wide variety of audiences, groups and the media. Excellent problem identification, analysis and solving skills.

Please note: Applicants are invited to self-declare in their cover letter or resume as preference will be given to those who identify as Indigenous (Métis, First Nations, or Inuit).

Competition # 210015

- **Rate of pay: \$33.89 - \$34.56 per hour**
- **This position is funded by UPIP and reports directly to BUAPC**
- **Applications will be accepted until 11:59 pm, February 28, 2021**
- **Please apply with a cover letter and resume at: <http://jobbank.brandon.ca/>**
- **Position details & requirements can be found in the Job Description at: <http://jobbank.brandon.ca/>**

If you require more information, please contact Amber Chapil, Manager of Corporate Policy, at a.chapil@brandon.ca.