



Employment Opportunity: Women's Program Coordinator

Wahbung Abinoonjiiag is a domestic violence prevention, healing and crisis center, established in 1994 to empower children and their families to end the cycle of violence. Wahbung Abinoonjiiag "Children of Tomorrow" is an Indigenous organization, providing opportunities for holistic healing through culturally-relevant teachings, programs, advocacy and counselling.

Background:

Under the general direction of and reporting directly to the Manager of Programs and Administration, the Women's Program Coordinator is responsible for the planning, implementation and coordination of the Women's Program. The Women's Program Coordinator will provide support, guidance and resources to families and will have the ability to work independently and within a team setting, while building successful working relationships with participant families, community partners and sister organizations, maintaining the integrity, philosophy and values of the organization.

Roles and Responsibilities:

- Responsible for the planning, implementation and coordination of women's programming to fulfil the objectives of the project;
- Intake and participant-centred family assessments and monitoring family's progress in the program;
- Provide women who have left abusive relationships with one-on-one support, education and community resources and referrals;
- Provide counselling, mentorship and support to families who have witness family violence;
- Provide crisis intervention, safety planning, support to access resources and advocacy for participants on an individualized basis in person, or remotely through phone or online;
- Administrative duties, as required including: preparation monthly reports, maintain case management files, data/statistic logs and meeting the objectives of the reporting requirements;
- Work collaboratively and build respectful and effective relationships with other staff, volunteers and families;
- Responsible for attending all meetings pertaining to the program and position (including community coalitions/committees, as directed), assisting with the facilitation of community council meetings and community engagement activities;
- Provide leadership and organizational support for special events, meetings and external events in centre;
- Role model effective communication and parenting skills and promote the use of traditional family values;
- Facilitate and develop program plans for weekly programming (women's circle and addictions relapse prevention) and domestic violence awareness workshop series;
- Other duties as assigned.



Wahbung Abinoonjiiag Inc. | Children of Tomorrow

Address: 225 Dufferin Avenue | Winnipeg, MB | R2W 5N7

Phone: (204) 925-4610 | Fax: (204) 582-9508 | Email: info@wahbung.org

Website: www.wahbung.org | Social Media: @wahbung225   

Qualifications:

- Acceptable combination of education and work experience related to the position, degree or certification considered an asset;
- Knowledge and experience with coordination and facilitation of community engagement programming;
- Experience with case management, advocacy and mentorship
- Experience and counselling skills in the area of family violence
- Experience working with women and families who have experienced or witnessed domestic violence;
- Experience working in community-based organizations, family resource centres within the inner city and/or Indigenous communities in a not-for-profit setting;
- Proven knowledge and ability in critical thinking, decision-making, problem-solving and conflict resolution skills;
- Knowledge and understanding of Indigenous culture and traditions and the impact of colonization on the health and well-being of Indigenous children and families;
- Proven ability to work within a team environment with respect, professionalism, cooperation, sensitivity and cultural awareness;
- Strong verbal and written communication skills;
- Excellent organizational, leadership and time management skills; and,
- Valid driver's license and the ability to travel is a requirement.

Salary:

Contingent on experience/qualifications

Hours of Work:

Full-Time Term Position, 37.5 hours per week until March 31, 2023. Must be available days, evenings and occasional weekends.

Deadline to Apply:

Thursday, November 17, 2022 at 5pm

Please send your resume and cover letter (clearly identifying which position title you are apply for) to:

Wahbung Abinoonjiiag Inc.
Attention: Selection Committee
Mail: 225 Dufferin Avenue Winnipeg, MB R2W 5N7
Email: hrwahbung@gmail.com

Preference will be given to individuals that self-identify as Indigenous. The successful candidate will be subject to provide a current criminal record and child abuse registry check. Wahbung Abinoonjiiag Inc. would like to thank all applicants for their interest; only those selected for an interview will be contacted.