



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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# Job Board Posting



Careers.Indigenous.Link

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## Ambassadors of Hope Lead

|                       |   |                          |
|-----------------------|---|--------------------------|
| <b>Job ID</b>         | <b>FE-FE-A8-13-67-93</b>  |                          |
| <b>Web Address</b>    | <a href="https://careers.indigenous.link/viewjob?jobname=FE-FE-A8-13-67-93">https://careers.indigenous.link/viewjob?jobname=FE-FE-A8-13-67-93</a> |                          |
| <b>Company</b>        | We Matter   |                          |
| <b>Location</b>       | TBD, Across Canada  |                          |
| <b>Date Posted</b>    | From: 2019-02-11  | To: 2019-08-10           |
| <b>Job</b>            | Type: Part-time   | Category: Service Sector |
| <b>Job Start Date</b> | April 1st, 2019   |                          |
| <b>Job Salary</b>     | \$23,000/annum fo 20 Hrs/wk   |                          |
| <b>Languages</b>      | English   |                          |

### Description

#### BACKGROUND:

We Matter is an Indigenous and youth-led national non-profit organization dedicated to Indigenous youth support, hope and life promotion. Our mission is to communicate to Indigenous youth that they matter, and create spaces of support for those going through a hard time while fostering unity and resiliency.

Our key project, the We Matter Campaign, is a national multi-media campaign in which Indigenous role models and allies from across Canada submit short video, written and artistic messages sharing their own experiences of overcoming hardships, and communicating with Indigenous youth that no matter how hopeless life can feel, there is always a way forward.

We Matter operates nationally in Canada, with a small team spread across British Columbia and Ontario. Visit us at [www.wemattercampaign.org](http://www.wemattercampaign.org).

#### JOB SUMMARY:

Since launching in October 2016, the We Matter Campaign has reached millions of people on social media, with continued social media reach and growth. The Campaign has received widespread support on both a national and community level for approaching Indigenous mental health and life promotion in a new and extremely accessible way. We Matter's work as an Indigenous-led organization includes sharing messages of hope, culture, and strength; finding innovative ways of creating and distributing messaging into remote and northern areas; building a support network of youth and community leaders; and creating tools and resources on mental health, life promotion, hardship, hope, and healing for Indigenous youth, teachers, and youth support workers.

We believe Indigenous youth are healers and changemakers, and with the right support, capacity, and resources, can be the ones to inspire and uplift other Indigenous youth and their communities.

We Matter is launching a National Ambassadors of Hope Program to train and work with young leaders to feel comfortable speaking about mental health, life promotion, and Indigenous youth issues so they can become actual ambassadors of hope in their community, as well as regionally and nationally. Working closely with the rest of the We Matter Team, the Ambassadors of Hope

Lead (part-time) will support 20-25 Indigenous Youth Ambassadors of Hope nationally, to bring We Matter to youth in their regions and share the message of hope, culture and strength through presentations and the We Matter Toolkits.

#### PRIMARY RESPONSIBILITIES:

##### Responsibility #1: Coordinate and Support National Ambassadors of Hope:

The Ambassadors of Hope Lead will be responsible for coordinating with and supporting Indigenous youth Ambassadors of Hope nationally:

- â€¢ Supporting in the development and launch of the We Matter National Ambassadors of Hope Program
- â€¢ Supporting the promotion of the National Ambassadors of Hope Program
- â€¢ Assisting in the outreach and recruitment of Indigenous youth Ambassadors
- â€¢ Co-creating supporting materials and resources for the Ambassadors of Hope Program
- â€¢ Creating and facilitating an online platform space for Ambassadors to engage, support each other, and stay connected
- â€¢ Building supportive and meaningful relationships with Ambassadors and acting as a main point of contact
- â€¢ Managing communications associated with the Ambassadors of Hope Program
- â€¢ Liaising and coordinating opportunities for Ambassadors with schools and communities nationally
- â€¢ Corresponding regularly with communities, schools, and other contacts
- â€¢ Co-developing action plans with Ambassadors
- â€¢ Supporting Ambassadors to setup and deliver presentations, and outreach within their regions
- â€¢ Sending and tracking support and resource materials to Ambassadors
- â€¢ Co-coordinating bookings and logistics with Ambassadors, schools/communities, and the We Matter Team
- â€¢ Communicating with Ambassadors to find unique ways to promote We Matter to individuals, communities, schools, centers, and youth in their various regions
- â€¢ Facilitating check-ins and debriefs with Ambassadors before, during, and after travel and presentations
- â€¢ Facilitating virtual sharing circles with Ambassadors bi-monthly
- â€¢ Working with Ambassadors to gather multi-media for showcasing and amplifying activities and efforts
- â€¢ Collaborating and coordinating with the rest of the We Matter team, including our design team and national youth Hope Council

##### Responsibility #2: Co-Organize National #HopeForum Trainings:

The Ambassadors of Hope Lead will be responsible for co-leading the organization and planning of the annual National Ambassadors of Hope Training #HopeForum:

- â€¢ Co-planning the details and logistics of annual #HopeForum Trainings for Ambassadors
- â€¢ Co-creating #HopeForum materials and supporting documents
- â€¢ Coordinating with Ambassadors to attend the #HopeForum Training
- â€¢ Managing participant info and details
- â€¢ Acting as a main point of contact for Ambassadors and guest facilitators leading up to and during the #HopeForum
- â€¢ Coordinating with external supports, including other We Matter Team members, to arrange

bookings and logistics

- Working with the Social Media Coordinator to promote the #HopeForums

- Co-facilitating at the #HopeForum Trainings alongside the We Matter team and guest facilitators

**Responsibility #3: Information Tracking, Impact Monitoring, and Reporting:**

The Ambassadors of Hope Lead will be responsible for all information tracking, impact monitoring, and reporting related to the Ambassadors of Hope Program:

- Building a network and contact database for Ambassadors of Hope regional and community contacts

- Organizing and managing emails, folders, documents, spreadsheets, partner and outreach contact lists, Ambassador details, and other regional and program information

- Tracking materials and resources used for the Ambassadors of Hope Program

- Working with Ambassadors to track progress, activities, growth, challenges and successes

- Compiling multi-media from Ambassador's updates and activities

- Monitoring impact of the Ambassadors of Hope Program on an ongoing basis

- Co-creating and conducting program evaluation and knowledge reflection

- Creating program updates and writing annual program reports

- Utilizing an Indigenous perspective in program evaluation, knowledge reflection and reporting

Deadline to get applications in is March 6th

### **Experience**

- Experience managing online platforms, networks and social media

- Experience with communications in particular to working with Indigenous youth, communities, and groups

- Experience working with and coordinating Indigenous youth, groups and remote communities

- Experience with youth engagement and leadership

- Experience collaborating with various groups and networks

- Experience with public speaking, presentation, and facilitation

- Experience with program coordination and event planning

- Experience with administration and information management

### **Education Requirements**

- Diploma or degree from a relevant college or University program

### **Essential Skills**

**SKILLS/KNOWLEDGE:**

- Strong knowledge of the historical and present contexts and experiences of First Nations, Métis and Inuit youth and communities in Canada

- Knowledge of We Matter, its story, and messaging

- Experience with Indigenous and traditional knowledge/teachings

- Mental health and life promotion literacy

- Knowledge of colonial and trauma-informed work and practice

- Experience working with Microsoft Office applications (Word, Excel, etc.)

- Working knowledge of website and social media platforms

- Strong grammar and copy-editing skills

- Strong communication and relationship building skills

- Public speaking, presentation, and facilitation skills

#### COMPETENCIES/PERSONAL ATTRIBUTES:

- Strong interpersonal skills with the ability to communicate effectively with various individuals, groups, and organizations

- Ability to think and operate within an Indigenous lens and worldview

- Ability to relate to Indigenous young people and communities

- Inclusive understanding of ability and gender diverse youth

- Strong knack for youth-oriented and innovative thinking

- Ability to collaborate and engage in a small team environment

- Excellent written and verbal communication skills

- Ability to communicate complex and sensitive topics respectfully

- Ability to critically think, analyze, and evaluate

- Excellent organizational skills

- Open minded, action and dialogue-oriented

- Ability to travel and adapt to various contexts

#### Work Environment

Considerations:

- This position is suited for a self-identified Indigenous (First Nation, Métis, Inuit) young person

- This position is part-time and will require flexibility for travel

- The candidate must live in the Winnipeg area and be comfortable working in a flexible and informal work environment (i.e. from home)

- The candidate will require access to a laptop/computer with Microsoft Office, Google Drive, Dropbox, and video conferencing applications

- The successful candidate may require additional training, such as mental health and suicide intervention, trauma-informed practice, and/or workshop facilitation at the expense of the organization

#### Additional Skills

DESIRED QUALIFICATIONS (an asset, not required):

- Experience with various online and virtual portals

- Experience with graphic design and media

- Mental Health / Suicide Intervention training

#### Other

We Matter is an Indigenous and youth-centered organization, working with individuals with a number of sensitive lived experiences. Our recruitment and selection procedures reflect our commitment to the safety and sensitivity of our messaging and mission. The successful candidate will be required to provide a satisfactory police record check as a condition of employment.

To learn more about who we are and what we do, please visit our website at

[www.wemattercampaign.org](http://www.wemattercampaign.org) and find us on Facebook at [We Matter Campaign](#)™.

#### How to Apply

If you are interested in applying for this position, please send your resume and cover letter to:

[tunchai@wemattercampaign.org](mailto:tunchai@wemattercampaign.org) and include [Ambassadors of Hope Lead](#) and your name

in the subject line. Please indicate your location of residence and self-identification in the cover letter.

Please note that applicants will be required to conduct an interview via video conferencing.