



JOB POSTING: Community Project Coordinator

Competition number NCCCPC1020

The NunatuKavut Community Council (NCC) is seeking applications for Education and Culture Project Coordinators in the communities of Black Tickle and Cartwright. Reporting to NCC's Research, Education and Culture department, this position will assist in the identification, gathering and coordination of information, stories, and various media relevant to the development of NunatuKavut Inuit cultural heritage and education materials. These positions are temporary to March 31, 2021.

NunatuKavut means "our ancient land" and refers to the territory of Inuit who belong to south and central Labrador. NCC is a rights-based governing body that represents NunatuKavut Inuit. We are a dynamic, fast-paced and growing team that strives to meet the priorities, interests and needs of our people. Our vision demonstrates commitment to community and culture as we seek "to govern ourselves by providing and caring for one another, our families, and our communities while nurturing our relationship with our land, ice, and waters." We foster an open and transparent working environment which incorporates Inuit values of caring, fairness, respect, accountability and teamwork.

Roles and Responsibilities

- Engage with communities to assist in identifying areas of interest and priority related to Southern Inuit history and culture.
- Coordinate and host virtual community gathering.
- Assist in conducting interviews and surveys.
- Amass various media (photos, video, etc) to assist in the development of education and culture products.
- Identify gaps in materials and relevant content.
- Other related duties as required.

Skills and Qualifications

The ideal candidate should possess the following skills or competencies:

- Experience in organizing and conducting outreach activities to promote awareness within communities.
- Experience in organizing events and social gatherings in your community.
- Strong communication and organization skills is essential.
- effective interpersonal, analytical skills and problem-solving skills.
- Must be willing to work flexible hours.

Only those applicants selected for an interview will be contacted.

How to Apply

The deadline for applications is October 30, 2020. Please submit resume, cover letter (stating competition number) and two references to:

Chelsea Dyson

Human Resources Coordinator

NunatuKavut Community Council Inc.

Email: cpadyson@nunatukavut.ca

In Person: 200 Kelland Drive, Happy Valley-Goose Bay, Labrador