



## Job Opportunity: Community Health and Wellness Coordinator (Internal/External)

Competition number NCCCHWC061523

NunatuKavut Community Council (NCC) is seeking applications for a Community Health and Wellness Coordinator. Under the direction of the Community Services Manager, this position will help implement and administer community wellness initiatives and work toward ensuring NunatuKavut Inuit have greater accessibility to effective, culturally relevant health and wellness services. This position can be located anywhere in NunatuKavut.

*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 governing vision demonstrates commitment to community and culture as we seek “to govern ourselves, providing and caring for one another, our families and our communities while nurturing our relationship with our lands and waters.” We foster an open and transparent working environment which incorporates Inuit values of caring, fairness, respect, accountability, and teamwork.*

### Roles and Responsibilities

- Coordinate, plan and facilitate integrated programs and activities in alignment with NCC’s holistic health and wellness plans (addressing all areas of wellness including physical, mental, emotional, spiritual, and cultural).
- Establish a network of health and wellness programs and services within the territory for capacity building and knowledge transfer.
- Assist in the development and distribution of cultural-based holistic health resources and materials that are focused on NunatuKavut Inuit culture and traditions.
- Through community engagement, identify needs, barriers and gaps in health and wellness within the territory.
- Support the community in implementing strategies to address gaps in health and wellness services.
- Assist in hosting events, activities and presentations using blended virtual and in-person platforms.
- Manage program budget.
- Assist in researching funding opportunities and developing funding proposals.
- Provide diverse organizational support on holistic health and wellness files.
- Demonstrate a commitment to NCC’s employee values and policies.

### Skills and Qualifications

The ideal candidates should possess the following skills or competencies:

- Knowledge of Indigenous communities.
- Experience working with diverse Indigenous communities, organizations, and government.

- Financial management experience.
- Excellent oral and written communication skills, particularly in writing reports.
- Experience hosting and leading; or assisting with hosting and leading events, including workshops, presentations, community events, information sessions for groups.
- Detail-oriented, accurate and dependable.
- Excellent interpersonal and team working skills with the ability to work independently.
- Excellent organizational and computer application skills.
- Experience in researching relevant funding opportunities and developing funding proposals is an asset.
- Possess a valid driver's license.

## Education Requirements

Successful completion of post secondary studies in relevant field and a minimum of two years experience in a health and wellness related occupation, or an acceptable combination of education, training and experience.

## How to Apply

Please submit resume, cover letter and three references to:

Chelsea Dyson, HR Coordinator  
NunatuKavut Community Council  
E. [jobs@nunatukavut.ca](mailto:jobs@nunatukavut.ca)  
F. 709-896-0594

**Application deadline is June 29, 2023**

*Please note that only those selected for an interview will be contacted,  
and preference may be given to internal candidates.*