



POSITION TITLE:	CULTURAL SERVICES COORDINATOR
DEPARTMENT:	SERVICE
REPORTS TO:	CULTURAL RESOURCES SUPERVISOR
CLASSIFICATION:	FULL TIME PERMANENT
LOCATION:	WHITBY, ON
POSTING DATE:	NOVEMBER 16 TH , 2021
CLOSING DATE:	DECEMBER 7 TH , 2021

Dnaagdawenmag Binnoojiiyag Child & Family Services is a multi-service Indigenous wellbeing agency. We provide a stable foundation for children, youth, and families, through wraparound services that are culturally based, and family focused.

PURPOSE OF THE POSITION

Reporting to the Cultural Services Supervisor, the Cultural Services Coordinator is responsible for the ongoing development and maintenance of culturally intelligent early years programming with our agency partner, Durham Region. Using their experience and knowledge of Indigenous Culture, the Cultural Services Coordinator will work in partnership with the Children's Services Division at the Regional Municipality of Durham to engage with Indigenous families and staff within the early learning community. The Coordinator will endeavour to enhance cultural learning and development and offer culturally relevant educational tools that will better support those utilizing the program.

RESPONSIBILITIES

- Use knowledge of and experience with Indigenous culture to support culturally relevant early years programs and enhance Indigenous early years learning.
- Build and maintain a positive, respectful, and non-judgmental circle of care with Indigenous families
- Assess and determine needs required to improve indigenous knowledge and culture in licensed childcare centres.
- Support the planning and promotion of the Early Years program.
- Work closely with community collaterals to develop a process for culturally-based training for early learning staff.
- Provide training and recommendations to early learning professionals and ensure Indigenous cultural knowledge is integrated into the early years program including licensed childcare and EarlyOn centres.
- Work with Early Childhood Educators, Support Staff, Centre Supervisors, and Directors to assess knowledge and skill levels of those utilizing the early years program.



- Conduct indirect and direct assessments, including but not limited to direct observation, surveys, questionnaires, and interviews.
- Develop individualized training plans and culturally intelligent education plans within the early years program.
- Organize, implement, and facilitate culturally professional workshops for the Early Learning and Child Care community within Durham Region.
- Act as a resource and provide information to ensure that cultural knowledge and practices are understood and maintained within the early years program.
- Work to promote cultural awareness and competency within the early years program, as well as other licensed childcare and EarlyOn centres.
- Prepare and maintain regular reports, analyses and statistics as required.

OTHER DUTIES

- Other duties as assigned.

POSITION REQUIREMENTS

Education and Experience Requirements:

- A post-secondary diploma in Early Childhood Education or equivalent combination of experience and education
- Registered with the College of Early Childhood Educators.
- Experience working in a coaching, mentoring, and/or training role.
- Experience delivering culturally relevant learning and development programs in a professional role.
- Experience working within Child Welfare and/or Indigenous Child-Wellbeing setting would be considered an asset.

Knowledge Requirements:

- Knowledge of the Ministry of Education's pedagogy and directives to teach, mentor and train childcare.
- Knowledge of Child Care and Early Years Act, 2014, the Early Childhood Educators Act, The College of Early Childhood Educators "Code of Ethics and Standard of Practices".
- A solid understanding of the programs and services of the childcare and support agencies in the Durham Region.
- A deep understanding of Indigenous culture and teachings, protocols, ceremonies.
- A good working knowledge of community services within the Dnaagdawenmag Binnoojiiyag Child & Family Services catchment area and surrounding areas to assist in service provision.
- Knowledge of Indigenous culture and values including awareness of the First Nation, Inuit and Métis Communities we service.
- A solid understanding of and sensitivity to the experiences of First Nations and



Indigenous peoples in Canada, and the impact of the legacy of Residential Schools and the Sixties Scoop upon them is essential.

Ability Requirements:

- Excellent oral and written communication skills, including presentations, public speaking and report writing.
- Excellent organizational and time management skills.
- Strong multi-tasking and decision-making skills.
- Ability to work independently as well as a member of a team.
- Proficiency in computer programming, including Microsoft programming, and the ability to adapt to new systems.
- Strong attention to detail and ability to manage logistical details.
- Strong interpersonal skills and a demonstrated ability to form effective working relationships.

Mandatory Requirements:

- Must be willing to work flexible hours including weekends, evenings and holidays as required.
- Provide an acceptable Canadian Police Information Centre Check (CPIC) and Vulnerable Sector Screening (VSS).
- Able to provide a safe vehicle for use on the job, an acceptable Driver's Abstract, evidence of a valid Ontario Driver's License and of Personal Liability & Property Damage insurance coverage for at least \$2,000,000.00.

ACCOUNTABILITIES

The employee is required to have a good working knowledge of all laws, rules, regulations, policies, and procedures, as well as the Regional Protocol which impact on the employee's specific responsibilities. We undertake to make decisions, as required, which are consistent with these and then to act in a manner which provides quality services to children, youth, families, and communities.

WORKING CONDITIONS

- You will be provided a working location within your region by the Organization.
- Travel within the Durham region and within our entire catchment area is required.

SALARY RANGE

- \$58,465.73 to \$70,454.34 - depending on qualifications and experience.

TO APPLY

- Please email the following to careers@binnoojiiyag.ca
 - Application for Employment (available at www.binnoojiiyag.ca)
 - Please indicate preferred location in your application



Dnaagdawenmag Binnoojiiyag
Child & Family Services

EMPLOYMENT OPPORTUNITY

- Resume (include 3 work related references)
- Incomplete Applications will not be considered.
- Only those selected will be contacted for an interview.
- As an Indigenous Child Wellbeing Agency, we give priority to applicants who identify as First Nations, Inuit, Métis and those with close affiliations.