



## Equay-wuk (Women's Group) Employment Opportunity

### Women's Wellness Project Coordinator

Location: Sioux Lookout

#### Position Description:

The Women's Wellness Project Coordinator is responsible to plan, develop and implement the Women's Wellness Project. This position requires routine travel to northern First Nation communities.

The Women's Wellness Project Coordinator is responsible for developing culturally appropriate resource materials and designing workshops for First Nation women and their families.

#### Qualifications:

- \*Appropriate education and/or equivalent combination of experience and training to manage the tasks and responsibilities of the position
- \*Minimum Grade 12 required
- \*Knowledgeable of the special and unique needs of First Nation women and women's issues
- \*Experience in facilitating group sessions/activities
- \*Excellent oral and written communication skills
- \*Able to show initiative and time management
- \*Proficient in planning and scheduling wellness activities
- \*Must be able to perform administrative skills such as computer operation, electronic communication, and report writing
- \*Ability to communicate in Ojibway/Oji-Cree is an asset

#### Duties:

- \*Deliver workshops in northern First Nation communities
- \*Routine travel to northern First Nation communities
- \*Design culturally appropriate resource materials that reflect the needs of First Nation women and their families
- \*Prepare verbal and written reports as required
- \*Provide support to First Nation women and their families
- \*Advertise and promote the Women's Wellness Project to reach the target group
- \*On-going communication with First Nation women and their families
- \*Research and develop resources and materials which will address issues around women's wholistic wellness

#### Deadline:

4:00 pm January 4, 2010

#### Apply to:

Equay-wuk (Women's Group)  
16 Fourth Avenue, P.O. Box 1781  
Sioux Lookout ON P8T 1C4

**Phone:** (807) 737-2214 **Fax:** (807) 737-2699

*Only those applicants to be interviewed will be contacted*