



FEMMES AUTOCHTONES DU QUÉBEC INC.

QUEBEC NATIVE WOMEN INC.

JOB OFFER

DISCRIMINATION AND SYSTEMIC RACISM COORDINATOR

3rd Posting

Quebec Native Women supports Indigenous women in their efforts to better their living conditions through the promotion of nonviolence, justice, equal rights and health. QNW also supports women in their commitment to their communities. QNW aims to defend the interests of Indigenous women, their families and their communities throughout Quebec.

Job Title	DISCRIMINATION AND SYSTEMIC RACISM COORDINATOR
Work location	Kahnawake
Job category	One-year contract position (possibility of renewal). Full time (cat. 4)
Salary	Starting at \$ 40 836
Work schedule	32 hours per week over 4 days
Other working conditions	RBA Pension Plan, SSQ Group Insurance, statutory vacations, floating days and sick days
Hiring priority	Given the nature of the QNW organization, Indigenous women will be given priority in the application process
Start date	July 2021

Job Description

In keeping with QNW's mission and values, the coordinator will be responsible for running the "Discrimination and Systemic Racism" project. She will have to develop tools to help Indigenous women fight against systemic racism when they are confronted with it in public institutions (health system, youth protection, police services, judicial and prison systems, education, etc.). She will also be responsible for providing training for these tools and making them available in communities and to Indigenous women living in urban settings. She will also be involved in the development and implementation of QNW's Action Plan on Systemic Racism.

Main Responsibilities

Plan, organize, carry out and evaluate activities and events related to QNW's Action Plan on Systemic Racism:

- Develop the QNW Systemic Racism Action Plan and monitor its implementation;
- Develop and maintain relationships, organize meetings and ensure follow-up with representatives of various governmental and non-governmental organizations, collaborators and partners concerned with the issues of justice and systemic racism;

- Produce a practical and pedagogical guide, as well as tools for Indigenous women aimed at equipping them to fight systemic racism and to learn about available recourses ;
- Develop a training program to help Indigenous women take ownership of the definition of systemic racism and recognize situations of systemic racism;
- Organize and tour communities to present the tools and provide training to women members of the communities in order to train awareness officers;
- Carry out any other tasks required by management.

Job Requirements

- University degree related to the humanities and social sciences or in law or political science or at least three years of project management experience related to human rights issues;
- Excellent ability to develop a network of interprofessional contacts in different settings, specifically within Indigenous communities;
- Experience in consulting, report writing and training design and delivery;
- Bilingualism in oral English and French, written English or French;
- Excellent knowledge of Microsoft Office (Word, Excel, Outlook, PowerPoint) and Google (Gmail, Drive);
- Knowledge of the issue of systemic racism;
- Knowledge of the Indigenous realities;
- Minimal knowledge of the legal and political systems at the provincial, federal and international levels;
- Previous experience working in an Aboriginal organization in a community or outside of a community will be considered an asset.

Skills and Personal Qualities Sought

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| <ul style="list-style-type: none"> • Autonomy and initiative • Available and committed on a daily basis • Planning and organizational skills • Ability to work as a team • Discretion and respect for confidentiality • Judgment and discernment | <ul style="list-style-type: none"> • Good writing skills • Interpersonal skills (openness and ease of establishing contact, social skills) • Listening and empathy • Ability to disseminate and present information in a accessible manner |
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Important: Given the current context of the pandemic, work will be carried out by teleworking until further notice.

TO APPLY

Deadline: June 16, 2021, before 4:30 p.m.

Interested persons should send their resume and a cover letter indicating their interest to the attention of:

Quebec Native Women
Kahnawake Business Complex
P.O. Box 1989
Kahnawake (QC) J0L 1B0
Email: dadjointe@faq-qnw.org

We thank all applicants for their interest, but only those selected for further consideration will be contacted.