ᖃᐅᔨᒋᐊᖅ | QAJUQTURVIK COMMUNITY FOOD CENTRE
A Right To Food Partner

CENTRE COMMUNAUTAIRE D'ALIMENTATION QAJUQTURVIK
Un partenaire de Droit à l'alimentation

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COMMUNITY PROGRAMMING COORDINATOR

QAJUQTURVIK COMMUNITY FOOD CENTRE

Job Title	Location
Community Programming Coordinator	Iqaluit, NU

POSITION DESCRIPTION

QCFC is a registered charity that strives to strengthen health, belonging, and food sovereignty in Iqaluit. QCFC works in partnership with Community Food Centres Canada (CFCC). Community Food Centres are places where people come together to cook, share, and advocate for good food. For more information, visit www.qajuqturvik.ca or www.cfccanada.ca.

The Community Programming Coordinator facilitates the Inuit Women's Circle at Qajuqturvik Community Food Centre (QCFC). The location of programming is seasonal. In the winter months it is indoors; in the summer months it is primarily day trips on the land. The ideal candidate is comfortable outside in all seasons and weather conditions. Hours are flexible, but primarily 2:00 PM – 9:00 PM.

RESPONSIBILITIES

With the support of the Program Director, the Community Programming Coordinator:

- Facilitates programming to educate and engage community members around issues connected to food insecurity and poverty, and provides programs that deepen participants' relationships to Inuit culture and community in line with QCFC's mandate and vision;
- Creating positive, inclusive spaces;
- Provides support and complete discretion as needed to participants;
- Working independently;
- Plans, organizes, and executes programs, including meal planning, ordering materials and supplies, tracking inventory, and organizing outside support (outfitters, etc.) as required;
- Uses a computer to respond to emails, invoice contractors, track attendance, etc.;
- Assists with special events, workshops, and other duties as needed.
- Travel may be required.

SKILLS REQUIRED

- 1 or more years of experience in community program development and coordination or in the social services sector

- Sewing skills and experience are a definite asset, but not essential
- Ability to plan and cook meals featuring country food for groups of 5–10 people is an asset
- Ability to demonstrate compassion, openness, and adherence to standards of confidentiality
- Experience working with individuals facing issues such as substance use, trauma, mental health challenges, and housing or food insecurity
- Ability to work as part of a team and independently with minimal supervision
- Strong administrative, organizational, and communication skills
- Valid Class 5 Nunavut driver's license (or willingness to obtain one)
- Fluency in Inuktitut is a strong asset
- A degree or diploma in social services is not required but is considered a strong asset
- Other lived experiences, education, and skills will be considered in lieu of formal education and related work experience
- Vulnerable sector check and positive references
- In conformance with Article 23 of the Nunavut Land Claims Agreement, preference will be given to Inuit applicants.

COMPENSATION

Full-time position; 5 days per week. No housing is available.

Item	Cost (annual)
Rate of pay	$80,000-$90,000/year
Health and Dental benefits	100% premium cost included
Wellness Budget	$500

Other benefits:

- Group RRSP
- 3 weeks of vacation leave, increasing with each year of steady employment
- 5 days paid Indigenous cultural leave
- 12 paid health & wellness days (sick leave)
- Annual paid 1-week holiday closure in December
- Flexible work hours and collaborative work environment
- Paid professional development and opportunities for growth
- Inuktut language bonus

TO APPLY

Please submit your resume to info@qajuqturvik.ca or apply in person at Building 655. The position remains open until a suitable candidate is hired. We thank all applicants for their interest, but only those selected for an interview will be contacted.