



ATLANTIC POLICY CONGRESS
OF FIRST NATIONS CHIEFS SECRETARIAT

APC Employment Opportunity
Atlantic Cultural Support Provider – Indian Day School (IDS) and Enhanced Trauma Informed

(Full time term position until June 28, 2024)

Description: The Atlantic Policy Congress of First Nations Chiefs Secretariat (APC) is seeking a professional and highly skilled individual who will be responsible for providing cultural support services to:

- eligible Former IDS Students and their family member(s) and can safely address issues related to their experience at these institutions and the disclosure of childhood abuse(s)/traumas; and,
- clients impacted by the legacy of Day School, Residential School; and, Murdered and Missing Indigenous Women, Girls, and 2SLGBTQQA.

The candidate would work in collaboration with various organizations and communities involved in similar work to assist clients' emotional well-being at the local, provincial, and regional level. Furthermore, the candidate would support the emotional health and wellness of clients.

This position does not require reporting in-person to the APC office in Cole Harbour, Nova Scotia. The employee will be expected to travel frequently throughout the Atlantic to deliver health support services. The employee's location base is negotiable.

Who Can Apply: Applicants are required to possess relevant cultural knowledge to provide cultural support provider services. It is desirable for applicants to have completed high school, post-secondary degree, diploma or certificate from a recognized post-secondary institution. Those having a combination of relevant education and work experience will also be considered.

Experience: Applicants must have at least three to five years' experience working with First Nations, preferably with clients impacted by the legacy of Day Schools, Residential School; and, Murdered and Missing Indigenous Women, Girls, and 2SLGBTQQA. A combination of comparable, relevant, and recent education and experience will also be considered.

Abilities and Skills:

- Should have extensive knowledge of Mi'kmaw and Maliseet communities, organizations, culture, and traditions;
- Should have extensive knowledge of legacy of the clients impacted by the legacy of Day Schools, Residential School; and, Murdered and Missing Indigenous Women, Girls, and 2SLGBTQIA., the Truth and Reconciliation Commission (TRC), the McLean Day Schools Settlement Corporation (MDSSC), the National Inquiry for Murdered and Missing Indigenous Women and Girls and the resulting Calls for Justice.
- Possess a valid driver's license, have a reliable vehicle, and be willing to travel when required;
- Demonstrated ability to work independently as well as part of a team;
- Excellent verbal and written communication and presentation skills;
- Highly organized and able to work with minimal supervision to meet deadlines;
- Must possess excellent interpersonal skills;
- Possess the ability to network, build effective relationships, communicate appropriately, and represent the APC at meetings and other gatherings; and,
- Must possess healthy self-care skills to mitigate vicarious trauma effects.

Salary: Depending on qualifications and experience
APC Head Office is located in Cole Harbour, Nova Scotia

Location: Negotiable – Nova Scotia or New Brunswick

Start date: As soon as possible.

Benefits: Vacation/Sick Leave/Personal Days
Health and Dental Plan
Pension Plan

If you are interested, qualified and would like to be part of the APC team, please email in **Word or PDF format only**, the following documents:

- a detailed cover letter explaining how you meet the position requirements and salary expectations (please quote **APC competition #2023-11-06 on the cover letter and subject line of your email**);
- an updated resume;
- recent writing sample; and
- the names/contact information of three work related references.

All above noted information must be sent by **email only** by **4:30 p.m. (Atlantic Standard Time) on November 27, 2023.**

Email address: hr@apcfn.ca

No applications will be accepted beyond the closing deadline. Interviews will be held in Dartmouth, Nova Scotia. If all qualifications are equal, preference will be given to persons of Aboriginal ancestry. While we appreciate the interest of all applicants, only those applicants selected for an interview will be contacted. No phone calls please. No interview or relocation costs will be provided.