



N'Amerind (London) Friendship Centre

260 Colborne St.

London ON N6B 2S6

Ph (519) 672-0131 Fax (519) 672-0717

EMPLOYMENT POSTING

Position: ABORIGINAL FAMILY SUPPORT PROGRAM ASSISTANT

Term: Part-time Permanent

Wage: Negotiable

Posting Date: May 25, 2023

Closing Date: Open until position filled

The N'Amerind (LONDON) Friendship Centre is centrally located in the urban Indigenous community of London and has been an active supporter of Urban Indigenous people since its incorporation in 1967. Under the direct supervision of the Aboriginal Family Support Program Coordinator, the successful candidate will be an energetic, innovative person who will have an understanding of the Friendship Centre movement and its operations.

JOB SUMMARY

- Assist the AFSP Coordinator with the day to day operation of the Family Support Program geared towards children ages 6 months – 6 years and their families.
- Assist the Program Coordinator in ensuring that the children and families needs are supported in a holistic, culturally based environment with an emphasis upon prevention through the formative years and goals of the program.
- Assist in the development of instructional materials and teaching aids.
- Work cooperatively with other N'Amerind programs
- Participate with other N'Amerind staff in Friendship Center activities and events
- Undertake any other such reasonable duties as may be assigned from time to time

QUALIFICATIONS:

- Experience in facilitating family and child programming
- Knowledge and experience in working with Native Communities
- Knowledge of Friendship Centre Movement
- Preference will be given to persons of Aboriginal ancestry
- Must undergo a Criminal Record Check
- Must possess a valid Class G drivers license.

INTERESTED CANDIDATES ARE TO SUBMIT A COMPLETE APPLICATION PACKAGE, INCLUDING:

- 1. Cover letter**
- 2. Resume**
- 3. Two work related references and One-character reference**
- 4. Copy of relevant certificate, diploma, degree**

Mail or Hand Deliver: **Hiring Committee**
Re: ABORIGINAL FAMILY SUPPORT PROGRAM

ASSISTANT

N'Amerind (LONDON) Friendship Centre
260 Colborne Street
London, ON
N6B 2S6

Email: **executive.director@namerind.on.ca**
Re: ABORIGINAL FAMILY SUPPORT PROGRAM

ASSISTANT

Fax: (519) 672-0717
Attention: **Hiring Committee**
Re: ABORIGINAL FAMILY SUPPORT PROGRAM
ASSISTANT

All applications will be screened based on the receipt of a COMPLETE APPLICATION PACKAGE. Only those contacted will be granted an interview. A registered member of a First Nation as per Section 16 (1) of the Human Rights Act is preferred.

All applicants understand and agree that by submitting a job application; at their cost, the **Successful candidate will be required to submit a clear Vulnerable Sector Police Record Check (Level 3) as a condition of employment.**