



Job Opportunity
Project Leader, Métis Youth Juncture Program

Position: Contract -Project Leader, Métis Youth Juncture Program

Location: (Four Positions) Red Deer, Medicine Hat, Lethbridge, and Calgary, Alberta

Status: Contractual, Full Time

Contract Date: June 15- August 21

Application Closing Date: June 2, 2009

Qualifying Assets:

- A post secondary degree- in education, social work, tourism and recreation or other related professional experience;
- Experience, including experience with young people between 15 and 25 years of age;
- Experience working with Métis, Inuit and/or First Nations individuals;
- Driver's license;
- Satisfactory criminal record check;
- Working knowledge of the MS software suite and the Internet;
- Exposure to Métis culture, teachings and heritage;
- Experience in a youth program either as participant or facilitator, experience delivering experiential learning activities;
- Experience in coordinating activities.

Key Responsibilities:

Group dynamics

- Facilitate and maintain a favorable group climate;
- Ensure that participants take part in planned work and learning activities;
- Apply rules of conduct, policies and procedures in conformity to program standards;

Learning program

- Meet objectives of learning curriculum through direct facilitation, and utilization of community resources;
- Support the goals and objectives of participants;
- Evaluate to what extent the goals and objectives of the program components were attained;

Community relations

- Promote a favorable image of the program in the host community;
- Ensure an on-going liaison between participants, community contacts and work supervisors;
- Develop a community relations network and support participants' integration into the host community;
- Communicate with local media regarding the project;
- Recruitment of participants from community;

Administration, finances and logistics

- Manage the project budget;
- Account for all material and financial resources for the project;
- Implement the project's logistical plans;
- Ensure transportation of participants and maintain the project vehicle;
- Submit the required reports;

Work relationships

- Work closely in collaboration with project supervisor and host River Rediscovery office personnel;
- Complete all related tasks that the project supervisor may assign.

Core Competencies:

Developing others - The incumbent candidate knows how to detect the potential in each person and believes in their ability to learn. He can recognize both efforts made as well as actual progress. He demonstrates creativity within the art of facilitation, coaching and experiential learning.

Interpersonal skills - The candidate has good listening skills and empathy. He has the ability to give and receive constructive feedback. He possesses strong aptitudes in interpersonal relationships and demonstrates a high level of team spirit.

Leadership - The candidate is dynamic, proactive, and capable of motivating others. He serves as an inspiration and role model for his group.

Efficiency and professionalism - The candidate is highly organized and is capable of the following:

- Adapting easily to variable working conditions;
- Efficiently evaluating priorities;
- Working well under pressure and independently;
- Managing stress level;
- Adapting well to change;
- Using discretion;
- And executing his work load with attention to detail and precision.

Ethics - The candidate understands the principles of socially acceptable behavior

and practices. He insures that his own behavior and that of others meet these standards and are in line with the organizational values.

Problem solving - The candidate assesses issues and situations by identifying the causes, gathering and analyzing relevant information, and proposing solutions in order to make recommendations or solve the problems.

Public relations - The candidate has the ability to easily create and develop a network of contacts and resources. He adopts a cooperative approach with our partners. In his public communications he expresses himself articulately and projects a positive image of the organization.

Please Forward your application to:

Eden Alexander

Coordinator- APND

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