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Administration régionale KATIVIK Regional Government
P.O. Box 9 KUUJJUAQ (QUÉBEC) CANADA J0M 1C0

JOB OPPORTUNITY

The Kativik Regional Government (KRG) is a supra-municipal organization with jurisdiction over the territory of Québec located north of the 55th parallel. The KRG is currently seeking to recruit an energetic and motivated candidate to work in Kuujjuaq, in the capacity of:

COORDINATOR RECREATION – Arctic Winter Games
(1 year – with possibility of extension)

Under the supervision of the Director of the Recreation Department, the chosen candidate will be responsible for:

- Assist the Department Director with the organization and administration of the AWG;
- Develop, implement and provide general administration of new and current regional recreation activities for youth linked to the AWG;
- Prepare all necessary funding application, follow-up and renewal for all AWG projects;
- Assist in the current regional programs through coordination and administrative management of the regional programs- Arctic Winter Games;
- Assist in the preparation and delivery of the Nunavik participation of the Arctic Winter Games;
- Supervise department staff, specific project part-time employees, local agents, in the scope of the AWG, etc;
- Work in partnership with the Kativik Ilisarniliriniq, the Northern Villages and any other regional organization involved in the AWG
- Consulting and maintaining good relation with regional, provincial and or, federal programs that is related to AWG in Nunavik;
- Performing any other tasks related to AWG requested by the Director.

REQUIREMENTS

- College or University diploma in recreation or education although exceptional work experience will also be considered;
- Minimum three years of relevant experience;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and French;
- Clean criminal record is mandatory for this position;
- Ability to work in a computerized environment;
- Reliable, autonomous and able to work under pressure as well as possessing strong communication skills;
- Available for frequent travels in and outside Nunavik.

Place of employment:	Nunavik and outside of region
Salary:	Based on Management salary scale
***Benefits:**	Cost-of-living differential: minimum $8 500 annually; Food allowance: minimum $3 707 annually; Annual leave allowance: maximum of 3 per person, annually; Simplified pension plan: 6% employer; 4% employee; Group insurance; Vacation: minimum 30 days annually; Statutory holidays: 19 days including 10 during the Christmas period.

Please send your resume before April 21, 2023, at 5:00 p.m. to:

Human Resources Advisor
Kativik Regional Government
P.O. Box 9
Kuujjuaq QC JOM 1CO
Fax: (819) 964-2975
E. Mail: humanresources@krg.ca

** An employee is entitled to receive at least the Northern benefits allocated to an employee without dependants. An employee with dependants is entitled to benefits for her/his spouse and eligible dependants.*
The KRG is an equal opportunity employer. In accordance with this and with the James Bay and Northern Québec Agreement, conditions may vary to promote the employment of Inuit candidates.

Only candidates selected for an interview will be contacted.