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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 energetic and motivated candidates to in the capacity of;

VICTIMS SUPPORT AGENT
(Permanent, full-time position)

The Victims Support Agent will be under the supervision of the Coordinator – Socio-Judicial Services of the KRG Legal and Municipal Management Department. The responsibilities and duties of the Victims Support Agent will include, without being limited to:

- Inform victims and their families of their rights, the remedies and recourses available to them and of the judicial process;
- Provide the victims and their families with technical assistance in regards to government bodies/services (IVAC, CSST, SAAQ, etc.);
- Guide and refer the clientele to specialized resources (support services, community resources and informal caregivers);
- Travel to other communities to meet clients;
- Accompany and assist clients during itinerant court sessions;
- Take part in activities to promote the Sapummijiit services (Crime Victims Assistance Centre (CAVAC) of Nunavik);
- Work jointly with a number of other partners, including those in the sectors of education, justice, public security, health and social services and women's shelters;
- Develop community projects and partnerships to promote social integration and Inuit values;
- Perform any other duties as requested.

QUALIFICATIONS:

- Secondary V diploma, although relevant work experience will also be considered;
- Excellent ability to assist and support other people;
- Reliable, resourceful and initiative skills;
- Ability to ensure the confidentiality of personal information received;
- Written and oral working knowledge of at least two (2) of the following languages: Inuttitut, English and French;
- Able to work in collaboration with teammates;
- Be an influent resource and a responsible citizen within the community;
- Good moral character, non-judgmental, open-minded, compassionate and emotionally stable;
- Ability to deal with emotionally-charged situations and capacity to respect deadlines;
- Autonomous and ability to work with minimum supervision;
- Willing to receive training as determined by the KRG;
- Be willing and available to travel frequently in Nunavik;
- Proficient in the Microsoft Office Suite as well as any other relevant software.

Place of work: Salluit, Puvirnituq, Inukjuak or Kuujjuaraapik
Salary: Min. $38 966 yearly – Max. $65 592 a year (Class 7)
Benefits: Cost-of-living differential: minimum $8 500 annually
Food allowance: minimum $1 839 annually
Annual leave trips: minimum 3
Simplified Pension Plan: 6% employer, 4% employee
Group insurance
Vacation: 20 days annually
Statutory holidays: 19 days including 10 during the Christmas period

Please submit your résumé before 5:00 p.m. on April 19th, 2022 to:

Human Resources Advisor
Kativik Regional Government
P.O. Box 9
Kuujjuaq QC J0M 1C0
Email: humanresources@krg.ca
Fax: 819-964-2975

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.