



JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supra municipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of:

COORDINATOR YOUTH EMPLOYMENT SERVICES NUNAVIK (PERMANENT, FULL-TIME)

The Youth Employment Services Nunavik (YES Nunavik) promotes the social and professional integration of Nunavik youth between the ages of 15 and 30. The Coordinator finally acts as a resource person for all YES activities. Under the supervision of the Assistant Director Programs, the Coordinator will be responsible to:

- Promote YES Nunavik within the region;
- Represent the YES Nunavik at various meetings and conferences as required;
- Organize events, exchanges, and meetings as required;
- Foster communication with different Nunavik organizations and stimulate partnerships;
- In collaboration with KRG Sustainable Employment and other regional organizations, develop and implement various employability activities for youth;
- Develop innovative approaches to serve youth, and emphasizing importance of staying in school;
- Prepare, evaluate, and implement an annual action plan with measurable objectives;
- Organize training for local YES workers;
- Supervise local YES workers (workload and achievements);
- Prepare reports including an annual report, and maintain client statistics;
- Manage the YES program budget;
- Ensure compliance with applicable employment policies and orientations;
- Perform any other related task as requested by a supervisor.

QUALIFICATIONS

- Have a Bachelor's degree in Administration, Public or Industrial Relations or Sociology; or college degree in Social Work or Special Education. Exceptional relevant work experience will also be considered;
- Have a practical knowledge of the Youth Employment Services Nunavik and responsibilities;
- Written and oral working knowledge of at least two (2) of the following languages: Inuktitut, English and French;
- Possess strong organizational skills and be reliable;
- Have a good working knowledge of *Microsoft Office* software;
- Possess solid practical computer skills;
- Be willing to travel in the Nunavik region and live in shared facilities;

Place of work: Kuujuaq
Salary: Minimum: \$82 245/year; maximum \$96 301/year
Other benefits: Cost of living differential: Minimum of \$10 033/year
Food allowance: Minimum of \$4 688/year
Annual leave trips: Maximum 3 trips per person annually;
RRSP: 6% employer's contribution;
Group insurance;
Statutory holidays: 20 days including 10 days during the Christmas holidays;
Vacation: 30 days/year.

Please forward your cover letter and resume to:

**Human Resources Department
Kativik Regional Government
P.O.Box 9
Kuujuaq QC J0M 1C0
FAX: (819) 964-2975
E-mail: humanresources@rg.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.