



# EMPLOYMENT OPPORTUNITY

**JOB TITLE:** Justice Coordinator

**CLOSING DATE:** March 9, 2017

**DEPARTMENT:** Health & Wellness

**STATUS:** Full time – Term to March 31, 2018

**SALARY:** C/TFN Wage Scale Level 7-9 depending on experience/knowledge

## JOB SUMMARY

As a member of our Health and wellness team, the successful candidate is responsible for coordinating local crime prevention and justice initiatives, developing (and offering) a variety of community justice programs, and negotiating and administering contribution agreements with the federal and territorial governments; as well as performing other related duties. The Coordinator is also accountable for integrating the four elements of the medicine wheel (Mental, Emotional, Spiritual and Physical) into the coordination of wellness programs and services. The incumbent will ensure the programs reflect the four stages of life- child, youth, adult and elder, and must be willing to change with the ongoing evolution of C/TFN circle governance and the implementation of the C/TFN Family Act.

## QUALIFICATIONS

- Grade twelve with successful completion of post secondary coursework in criminology, sociology, law or related field
- Mediation/peacemaking/ conflict resolution training
- Knowledge of and implementing "Theory of Change"
- Knowledge of C/TFN history, culture, demographics, goals and aspirations as well as a good knowledge of the communities of Carcross, Tagish, Squanga and Whitehorse
- Or equivalent combination of education and experience
- Excellent oral and written communications skills including presentations, briefings and reporting
- Experience with government policy processes and Canadian Justice System including the impacts of the Gladue reports
- Knowledge of and implementing the C/TFN Family Act Book 1 & 2
- Good computer skills (E-mail, Internet, MS Word, Excel, PowerPoint)
- Knowledge of the Yukon Umbrella Final Agreement; the C/TFN Final and Self Government Agreements and Government Processes

## CONDITION OF EMPLOYMENT

- Valid Yukon Class 5 driver's licence
- Travel to various locations in the Yukon may be required
- Sign and abide by the C/TFN Code of Ethics
- Must have a cross-cultural and Environmental Awareness and sensitivity
- Must undertake in a criminal record check

No compensation will be given for moving costs and must be eligible to work in Canada.

**We thank all those who apply and advise that only those selected for further consideration will be contacted. Preference will be given to Carcross/Tagish First Nation citizens on all competitions for C/TFN.**

Candidates applications/resumes should clearly demonstrate their related qualifications since selection for further consideration will be based on the information provided. Job descriptions are available from the C/TFN Human Resource Department.

**APPLICATIONS/RESUMES MUST BE RECEIVED BY 11:59PM ON THE CLOSING DATE.**

Please apply to:

Carcross/Tagish First Nation  
Finance & HR Department

Box 130, Carcross, Yukon Y0B 1B0

Phone: (867) 821-4251 Ext. 8269 Fax: (867) 821-3903

Email: [humanresources@ctfn.ca](mailto:humanresources@ctfn.ca)