



## Employment Opportunity

### Social Cultural Coordinator

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Department:	Social Services
Posting Date:	November 21, 2025
Location:	Nipissing First Nation, ON
Schedule:	35 Hours weekly
Job type:	Full Time Permanent
Vacancies:	One (1)
Reports To:	Director of Social Services
Salary Wage:	\$56,292.60 to \$74,274.20

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Nipissing First Nation seeks a Social Cultural Coordinator who is deeply committed to the revitalization and celebration of Anishinaabe culture. You approach your work with integrity, respect for traditions, and a genuine dedication to supporting the well-being and cultural continuity of Nipissing First Nation.

#### What You'll Do in the Role

- Collaborate with community elders, cultural leaders, and Social Services team members to ensure an accurate representation and interpretation of Nipissing First Nation culture is infused into programs.
- Develop and implement strategies for the revitalization of traditional cultural practices into programs for future generations.
- At the request of program staff, support and at times lead in the organizing of community events, workshops, and educational programs focused on cultural preservation.
- Foster partnerships with other Indigenous organizations and government agencies to enhance resources and support for our community.
- Assist the Language Teacher at events for parents and community members.
- Attend all language nest training sessions
- Track program statistics and provide report to Director of Social Services
- Foster partnerships with other Indigenous organizations and government agencies to enhance resources and support for our community.
- Represent Nipissing First Nation in both internal and external committee memberships as deemed appropriate.
- Maintain detailed records of cultural resources, research findings and community interactions.
- Track expenses of activities to ensure an accurate budget.



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- Prepare reports, presentations, and publications to share findings and engage stakeholders.
  - Ensure compliance with relevant laws, regulations, and ethical guidelines related to Nipissing First Nation, culture heritage and research.
  - Performs other related duties as assigned by Director/Manager.
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#### ♥ ♥ Reasons to Join Nipissing First Nation

At NFN, we don't just offer a job, we offer a purpose-filled career in service to our community. Our workplace is one where learning is encouraged, growth is supported, and our culture is celebrated.

- ✓ Work with a passionate team rooted in community values
- ✓ Be part of an inclusive, supportive work culture
- ✓ Competitive salary and defined contribution pension plan
- ✓ Comprehensive benefits package – medical, dental, vision, life, and disability
- ✓ Business Casual dress and modern workplace practices
- ✓ Training, mentorship, and ongoing development opportunities

#### 🌴 Vacation Time:

Start with three (3) weeks of vacation, plus enjoy a two (2) week paid office closure over the December holiday season – giving you time to rest, reset, and reconnect.

#### 🧘 Additional Leave:

We offer better-than-average leave benefits to support your health, wellness, and work-life balance.

#### 🎯 What You Bring to the Table

- Must have Diploma in Social Work, Indigenous Studies or Office Administration
- Must have a valid Ontario Driver's License.
- A clear criminal reference check (CPIC) and Vulnerable Sector Check, and Child Welfare Check are required.
- Respect for indigenous culture and willingness to learn Ojibwe.
- Must be able to maintain confidentiality.
- Experience conducting genealogical research an asset.



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- Demonstrated knowledge of Anishinaabe culture, traditions, and histories, with a particular focus on Nipissing First Nation.
- Knowledge of Child Welfare systems and experience with Indigenous families impacted by colonial child welfare systems.
- Strong knowledge and awareness of Indigenous culture and history, with emphasis on family violence, child welfare, the impacts of trauma, Indigenous youth engagement and community outreach.
- Knowledge of Nipissing First Nation community, culture, and social services.
- Knowledge and experience working with Indigenous children, youth and families in a healing and wellness capacity.
- Knowledge of Medicine Wheel concepts.
- Facilitating in Circle experience.
- Speaker of the Anishinabe language(s) will be considered an asset.
- Self-motivated individual with the ability to work with minimal supervision in a team-oriented setting.
- Must possess strong organizational skills and ability to meet deadlines.
- Excellent case and file management skills, stress management and time management skills.
- Must have the ability to engage people to build trust and rapport; effective verbal and listening communication skills
- Strength based problem solving and taking initiative
- Essential computer competencies (Email, cell phone, Office 365, Teams)
- Ability to work flexible hours, including evenings and/or weekends to support program and community needs

#### Application Deadlines and How to Apply

Nipissing First Nation follows a structured and fair hiring process. Please identify your eligibility clearly in your application.

**Round 1 – Closing December 5, 2025,**

*Only open to registered Nipissing First Nation members.*

(Round 1 applicants will be considered at this stage.)

If you are excited by this opportunity and want to make a meaningful impact with Nipissing First Nation, please submit your **cover letter and resume** to:



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✉ resumes@nfn.ca

🕒 Deadline: 4:30 p.m. on the date assigned to your eligibility round

#### 📌 Are You a Member of NFN?

Nipissing First Nation is deeply committed to the training, development, and employment of our members. ***We strongly encourage NFN members to apply,*** even if you don't meet every qualification. Your lived experience matters, and we consider all aspects of your background in the hiring process.

As per **Section 24(1)(a)** of the *Ontario Human Rights Code*, **preference will be given to First Nation applicants.**

*Miigwech to all applicants for your interest.  
Only those selected for an interview will be contacted.*