



Assemblée des Premières Nations Québec-Labrador

250, Place Chef Michel Laveau, bureau 201
Wendake (Québec) GOA 4V0
Tél. : 418-842-5020 • Téléc. : 418-842-2660
www.apnql-afnql.com

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EMPLOYMENT OPPORTUNITY

POSITION:	Regional Youth Coordinator
POSITION SUMMARY:	Coordinate the regional files for the First Nations of Quebec and Labrador Youth Network
LOCATION:	Wendake
SALARY LEVEL:	Commensurate with experience and education.
DURATION:	Until March 31, 2016 (strong possibility of renewal)
HIRING PRIORITY:	Priority given to the members of First Nations of Quebec and Labrador
GENERAL RESPONSIBILITIES:	<p>Under the authority of the Regional Chief, under the administrative supervision of the Chief of Operations of the AFNQL, in close collaboration with the AFNQL Regional Commissions and Organizations, the candidate will be responsible to:</p> <ul style="list-style-type: none">❖ Support the communities and/or the Nations who wish to put a structure in place ;❖ Update and provide a follow-up for the First Nations Youth Network;❖ Foster a concerted action within the First Nations circle;❖ Ensure the follow-up of commitments intended for the youths within the scope of the First Nations Socioeconomic Forum❖ Maintain and promote the Web portal for the youth of the First Nations of Quebec and Labrador;❖ Ensure the follow-up and liaison with the partnership or government organizations, or others;

- ❖ Seek funding and organize Youth Forums and ensure follow-up
- ❖ Carry out other related duties to meet the requirements for deliverables.

Education and Experience

Required:

- ❖ Fluency in both official languages (French and English) MANDATORY;
- ❖ A University Degree in a related field; or College diploma in a related field, plus experience and recognized experience in planning, organization, management, development; and/or
- ❖ Work experience with youth-related files among First Nations and Good knowledge of the functioning network of governments of First Nations, Quebec and Canada; proven understanding of the issues of the First Nations youth.
- ❖ Ability to work effectively in a team environment;
- ❖ Ability to master the Office suite (Word, Excel, PowerPoint, etc.);
- ❖ Candidates must be available to travel and work on weekends.

Personal

Characteristics:

Strong work ethics, good judgement, politically astute, excellent communication skills.

Competition Closing:

Candidates interested by this position are invited to forward their résumé by December 31, 2015.

NOTE: INTERVIEWS WILL BE HELD THE WEEK OF JANUARY 4, 2015

No offer of services will be considered past this date. Postmark will prove the date of submission. We accept applications by fax and by email.

Please submit your application to the attention of:

Ms. Jane Gray, Chief of Operations
 Assembly of First Nations of Quebec and Labrador
 250, Place Chef Michel-Laveau, Suite 201
 Wendake, Quebec G0A 4V0
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