

We're hiring:

Nutshimit (Land-Based) Coordinator

CLOSING DATE

June 23, 2025 or until position is filled.

ON-SITE

Full Time

**Internal and External Applications
will be accommodated**



Overview

The Nutshimit Coordinator is responsible for planning, developing, and implementing the Nutshimit program. The coordinator oversees the delivery of the Nutshimit program that is designed to support families in reconnecting to the land and regaining their Indigenous self-identity through cultural foundational teachings.

Responsibilities

Under the general supervision of the Intake Manager and as part of the various workgroups and teams, the Nutshimit Coordinator performs the following essential services Charles J. Andrew Healing Centre (CJAHc)

- Oversee confidential addictions support to clients while in Nutshimit (Land-Based) program
- Provide overall administrative and cultural supervision including staff scheduling, regular communication, general direction, and leadership
- Supervise or coach others in developing their knowledge and land-based skills
- In collaboration with immediate supervisor, provide performance and evaluation feedback to Nutshimit team
- Report significant events to immediate supervisor

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Responsibilities

- Lead the delivery of the CJAHC's Nutshimit or Land-Based Program such as cultural teachings aligned to the seasons (i.e.: hunting, fishing, trapping, and gathering)
- Practicing, preserving, and maintaining Indigenous languages, ceremony and practices, including sweat lodge
- Support in the maintenance and upkeep of all equipment, machinery, and tools and ensure they are in proper repair and condition
- Provide appropriate feedback and evaluation for the continual improvement of the Land-Based program
- Partner to ensure inclusion of culturally specific elder supports
- Help to plan and organize extra-curricular activities that interest clients and enhance skills (such as canoeing, fishing, carpentry, plumbing, basic mechanics, painting, yard care, gardening etc.)

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Qualifications

- Degree, Certificate or Diploma in Human Services with (1) year work experience.
Or
- Grade 12 or equivalent and three (3) years direct supervisory work experience related to Indigenous cultural programming
Or
- Some combination of education, experience equivalent to above
- Eligible to obtain a class 4 license
- Knowledge of Indigenous traditions and customs including natural healing is a definite asset
- Experience in Indigenous life on the land is a definite asset
- Ability to function independently, to be flexible and to adapt to change
- High level of professionalism and able to maintain confidentiality at all times
- Ability to communicate clearly
- Able to work under pressure and in crisis situations
- Must maintain a healthy lifestyle recognizing they are viewed as a role model in the Community

Assets

- Fluency in an Indigenous language is an asset

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Benefits

- Sunlife Health & Pension – 50% matched by employer
- Employee Assistance Program
- Generous Leave Package
- Professional Development Opportunities

How to Apply

- Please submit your resume to:
hiring@cjay.org

Employment Resume Screening

Candidate:
Position applied for:

Completed by:
Date:



Qualifications

Educational

Experiential

1. Three references provided

Included

Not
Included

In progress

Comments:

☐
☐
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2. Criminal Record Check

Comments:

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3. Vulnerable Sector Check

Comments:

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4. Proof of Education and Certifications

Comments:

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5. Copy of Driver's Abstract

Comments:

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6. Copy of Driver's Licence

Comments:

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☐

7. Proof of Vaccination

Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Proof of eligibility to work in Canada					
<div><div><div><input type="radio"/> Indigenous Canadian</div><div><input type="radio"/> Canadian Citizen</div><div><input type="radio"/> Permanent Resident</div><div><input type="radio"/> Open Work Permit</div><div><input type="radio"/> Student Work Permit</div><div>(Eligible hours)</div><div><input type="radio"/> Temporary Resident Permit</div><div><input type="radio"/> Current Refugee Status</div></div><div>Follow up required for taxation purposes</div><div><input type="checkbox"/> YES</div><div><input checked="" type="checkbox"/> NO</div></div>					
9. Proceed with Interview (Screeners rationale)					
Comments:					