



P: 204.474.0212
OR 1.855.437.8523

170 Scott Street
Winnipeg, MB
R3L 0L3



Job Posting **Two-Spirit Education and Outreach Coordinator**

Rainbow Resource Centre provides support, education, and resources to foster a proud, resilient, and diverse LGBT2SQ+ community.

Job Title: Two-Spirit Education and Outreach Coordinator

Title of Immediate Supervisor: Program and Education Manager

Direct Reports: None

EFT: 1.0

Term: This is an eleven month term position with possibility of renewal, dependent on funding

Position Mandate: The Two-Spirit Education and Outreach Coordinator develops culturally appropriate program protocols, outreach materials, and training; provides cultural teachings and programming to 2SLGBTQ+ community members and organizations; and provides education on Two-Spirit realities and inclusion to 2SLGBTQ+ and Indigenous serving organizations.

Position Duties and Responsibilities

- Develop, plan, and implement educational programming on Two-Spirit topics for 2SLGBTQ+- and Indigenous-serving organizations;
- Research, develop, and distribute outreach materials to connect Two-Spirit people with existing programs, resources, and networks, and educational materials to be used in workshops and trainings;
- Coordinate cultural teachings and programming to Rainbow Resource Centre groups, 2SLGBTQ+ community members, and 2SLGBTQ+ organizations;
- Provide consultation and support to Rainbow Resource Centre programs and staff regarding Two-Spirit and Indigenous identities and concerns;
- Network with Indigenous-serving organizations in Manitoba to create a community of practice and foster community;
- Coordinate and work with a Two-Spirit Advisory Committee (includes Like That, Rainbow Warriors, and Two-Spirited People of Manitoba) to develop and implement further programming;
- Other related duties as assigned by and negotiated with management.



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General Accountabilities

- Track and report workshop and program statistics including number of trainings, consultations, and workshop participants;
- In consultation with management, develop and implement a work plan and evaluation plan;
- Complete relevant administrative functions and documentations (i.e. time sheets, educational requests, vacation requests, incident reports, and expense accounts);
- Actively participate in relevant meetings, projects, forums, and community committees;
- Collaborate with, and/or assist other Rainbow Resource Centre program coordinators with special events and programming;
- Participate in the development, implementation, and maintenance of appropriate policies and procedures and all other Rainbow Resource Centre guidelines;
- Other related duties as assigned by and negotiated with management.

Education

- Post-secondary education or a combination of relevant experience in a related field such as education, social sciences, or community development.

Knowledge, Skills, and Experience

- Knowledge of Two-Spirit and Indigenous populations.
- Experience working with diverse 2SLGBTQ+ populations.
- Excellent group facilitation skills, conflict resolution skills, and interpersonal skills.
- Knowledge of 2SLGBTQ+ population issues, including addictions, mental health, violence, STIs, HIV/AIDS, school-based bullying, discrimination, and other systemic issues.
- Demonstrated awareness of community resources and appropriate 2SLGBTQ+ friendly referrals.
- Demonstrated understanding of heterosexism, cissexism, and other oppressions and how they impact youth, individuals, families, institutions, and communities.
- Excellent written and oral communication skills. Experience in community organizing and outreach is an asset.
- Ability to work with Microsoft computer applications including Word, PowerPoint, Excel, Office 365, and Outlook.
- Demonstrated ability to work independently and as a member of a multi-disciplinary team.
- Valid full class 5 driver's license is an asset.



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- Experience in planning and facilitating educational workshops and groups is an asset.
- Demonstrated commitment and ability to work with diverse groups. Bilingualism or multilingualism is an asset.
- Experience working in a non-profit setting is an asset.

Working Conditions: Working hours are generally Monday to Friday, from 9:30am to 5:00pm. Must be willing to work flexible hours to accommodate evening, weekend, and on-call hours required for education programming. This is a unionized position (CUPE 2348). Rainbow Resource Centre offers health, dental, and employee assistance plan benefits.

Salary: \$37,898.25 - \$42,666.00 per year.

Rainbow Resource Centre is an equity-seeking employer; however, we encourage applications from Indigenous people who identify as a part of the 2SLGBTQ+ community.

Please submit cover letter and resume to the attention of:

Craig Gibb
Program and Education Manager
Rainbow Resource Centre
170 Scott Street
Winnipeg, MB R3L 0L3

craigg@rainbowresourcecentre.org

Application Deadline: 5:00pm, March 22, 2019