**COMMUNITY FACILITATOR (1 Part-time Position)**

**Term:** A (X)-year appointment, renewable based on job performance and funding.

**General Accountability:**

The Community Facilitator is responsible for assisting in the development of the (name of First Nation) Palliative Care Program.

**Responsibilities:**

* Meet with Chief and Council, health care providers, community members and the research team.
* Collects information by doing focus groups, interviews and helping people do surveys; does presentations at conferences with other members of the team.
* Organizes education and workshops; supports local health care providers; helps to connect with regional service providers and palliative care resources.
* Gives ongoing updates on progress to the project advisory committee; attends and organizes meetings and prepares meeting minutes.

**Qualifications:**

* Diploma in social sciences, health or education, or equivalent work experience
* Knowledge of Aboriginal culture, ability to speak Ojibway is considered an asset
* Knowledge of community-based research
* Excellent time management and organizational skills
* Demonstrated leadership and problem-solving abilities
* Excellent communication and team-building skills
* Ability to maintain confidential and sensitive information in an appropriate manner
* Good computer skills, including working knowledge of Microsoft office

**Please send your cover letter, resume, and contact information to:**