



## INDIAN RESIDENTIAL SCHOOL SURVIVORS SOCIETY (IRSSS)

### Workshop Coordinator

The Indian Residential School Survivors Society (IRSSS) is seeking a Workshop Coordinator to assist in developing, coordinating and delivering community response workshops for regions and communities in BC. The Workshop Coordinator will work with other IRSSS staff members involved in work on the Indian Residential School Settlement Agreement. The workshops will focus on responding to the Common Experience Payment, the Truth & Reconciliation Commission and Intergenerational issues. The Workshop Coordinator will determine specific locations for workshops based on community requests and will liaise with community sponsoring agencies to organize, develop and advertise workshops. In addition, the Workshop Coordinator will also liaise with many agencies, including government, healing and legal groups. The Workshop Coordinator will also develop and publish materials for widespread distribution.

This is a salary position with possibility of extension pending funding. This position is based in Vancouver and requires a flexible schedule and extensive travel throughout BC.

### QUALIFICATIONS & EXPERIENCE/KNOWLEDGE

- Minimum 5 years coordination and facilitation experience with Aboriginal clients and Residential School Survivors
- BA in the Social Sciences from a recognized university or equivalent education and experience
- Strong working knowledge of the Indian Residential School Settlement Agreement including it's scope and implications for both classes
- **Extensive travel will be required by air or vehicle to many communities in BC**
- Strong knowledge of the history and impacts of residential schooling and effective methods for working with survivors on a community planning community level
- Community development, counseling, communications background an asset
- Proficient in Microsoft Office: PowerPoint, Access, Word, Excel, Outlook
- Ability to work independently and develop reports on progress
- Excellent communication, documentation and team skills
- Superior written skills and communication material production
- Ability to develop viable communication networks
- Strong diplomacy skills and understanding of how to work with community protocols
- Must undergo a Criminal Record Check
- Demonstrate a wellness lifestyle for an extended period of time
- Must abide by strict confidentiality guidelines.
- **Valid BC Driver's License and Must Own Vehicle**

**Term:** Salary Position with the possibility of extension pending funding  
**Salary:** \$ 55,000 per Annum **Deadline:** Friday, August 6, 2010 by 4:30pm

#### **Please Send Resume & Cover Letter To:**

Grace Cameron, *Office Manager* 911 – 100 Park Royal South, West Vancouver, BC  
Fax: 604.925.0020 Email: [gracecameron@irsss.ca](mailto:gracecameron@irsss.ca)