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## **Nipsisak (Cree for “Willows”) Oskapewis Position**

**Program:** Ka-pe-kiwehtahat  
**Reports to:** Ka-pe-kiwehtahat Team Lead  
**Salary:** \$50,000 - \$55,000  
**Location:** Calgary, AB  
**Position Type:** Full-Time, Salaried  
**Hours:** Monday to Friday | Includes some evening work (37.5 hours/week)

### **Position Summary:**

The Nipsisak Oskapewis is responsible for supporting relatives connected with miskanawah's housing and homelessness diversion programs with appropriate cultural or ceremonial resources, in efforts to support their journey to stable housing.

### **Core Competencies:**

- Cultural Sensitivity
- Client Focus
- Adaptability
- Excellent Communication
- Resourcefulness
- Team Oriented
- Organization
- Program evaluation
- Computer proficient
- Collaborative
- Relationship building

### **Job Responsibilities:**

- Build cultural capacity within Nipsisak programs
- Coordinate facilitation of cultural opportunities for Nipsisak programs (organizing, facilitating and engaging participants in cultural offerings: traditional feasts, traditional crafts, ceremony, Elder connection etc.)
- Collaborate with community members, Elders, and stakeholders to ensure Nipsisak programs meet the needs of the community served.
- Serve as the primary point of contact for Nipsisak Cultural-related inquiries.
- Develop and maintain strong relationships with program relatives, staff, internal and external resources and other relevant stakeholders
- Monitor and evaluate effectiveness of Nipsisak Cultural offerings, implementing feedback from relatives, staff and leadership to make improvements and adjustments as needed
- Monitor and maintain Nipsisak Cultural program budget, ensuring funds are used efficiently and responsibly to meet the needs of relatives served.



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- Facilitate culturally grounded meetings, sharing circles, workshops, and offerings for Nipsisak relatives and staff.
- Ensure that Nipsisak programs comply with Miskanawah's Indigenous Evaluation Framework.
- Support miskanawah's cultural mandate: "Protecting the smudge".
- Utilize collaborations and relationships built within the larger Miskanawah community of care to connect housing relatives to internal programs.
- Document and report on program activities, outcomes, successes and challenges to the leadership team.
- Provide culturally responsive support and advocacy to relatives and staff within the Nipsisak team.
- Support relatives in attending ceremonies
- Visit with relatives in their homes
- Handle other duties as assigned.

### **Skills & Experience:**

- Previous experience with Indigenous people and communities required
- Awareness of cultural support services within Miskanawah and the Calgary community, and a working knowledge of how to access culturally relevant healing opportunities.
- Experience helping individuals experiencing stressful situations
- Excellent oral communication skills required
- Knowledge of Housing First and Harm Reduction best practices an asset
- Experience working with the homeless population an asset
- Proficient computer skills required
- Skill in developing and maintaining community partnerships
- Act as a role model, showing positive interaction and problem solving
- Ability to exercise good judgment and maturity

### **Job Requirements:**

- Diploma in a human service field with related experience
- Minimum 2 years of experience working with vulnerable persons
- Knowledge of and willingness to engage in Indigenous cultural practices and ceremonies
- Ability to effectively communicate both verbally and in writing
- Ability to respond quickly in a dynamic and changing environment
- Ability to work individually as well as part of a team
- Valid Standard First Aid Certificate with CPR level C



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- Current Police Security and Child Intervention Record checks with satisfactory results
- Suicide and Self-Harm Awareness Training
- Crisis Intervention Training
- Indigenous Awareness Training
- Diversity Training
- Harm Reduction and Naloxone Training
- Use of a reliable vehicle with \$2,000,000 liability, permission to carry passengers and business coverage on the vehicle
- Valid driver's license and a driver's abstract with minimal demerits

### **Work Conditions:**

- Interaction with relatives, employees, management, and the public at large
- Interaction with others under varying circumstances, including situations of a highly sensitive nature
- Attendance and participation in training
- Intermittent physical activity including walking, standing, sitting, and lifting
- Occasional overtime
- Working in a busy environment with frequent interruptions
- Flexible hours, including occasional evenings and weekends

We offer the opportunity to be part of a creative and positive work environment, a competitive salary, supports for professional development, opportunity for advancement, and the chance to be part of a team that supports children, youth and families to thrive within a culturally responsive community.

Please submit a cover letter and resume to [careers@miskanawah.ca](mailto:careers@miskanawah.ca) and reference “**Nipsisak Oskapewis**” in the the subject line.