

# PART TIME JOB OPPORTUNITY

The Dzawada'enuxw First Nation will hire a part-time Employment / Training Coordinator from October 15 to March 2021 to:

- Conduct a training needs assessment of the community and write up report
- Work with local service providers to determine financial support and services that would fit needs identified in the report
- Liaise and meet with external Education and Certified Program Providers whose programs will meet the needs identified in the Training Needs Assessment to build partnerships and match clients with training institutions
- Create a Community Training Plan that identifies individual training plans for members identified
- Coordinate and oversee any training programs in the community, on-line, outside the community.
- Work on funding proposals to enable the training identified to be completed; including within the DFN Organization.

Work as an information/support for the clients to help determine all aspects of training program needs such as: sorting out childcare, accommodation, financial aid etc.

**Please submit your letter of interest and Resume to Robin Dawson at [dfn.administrator@kingcome.ca](mailto:dfn.administrator@kingcome.ca) by October 13, 2020**