



GRAND COUNCIL TREATY #3 EMPLOYMENT OPPORTUNITY

INTERNAL / TREATY 3 COMMUNITY POSTING ONLY

This position is open only to internal GCT3 staff and Treaty 3 members. Applicants must identify their community. Not open to the general public.

Position Title: Youth Cultural Coordinator
Position: New Position
Salary: \$63,000.00 - 68,000.00
Location: Kenora, ON — Health Office (In Office)
Posting Date: August 05, 2026
Closing Date: August 19, 2026

Overview:

Under the supervision of the Manager of Health Policy and Governance, the Youth Cultural Coordinator supports the work of Grand Council Treaty #3 through strategic planning and execution of initiatives aimed at fostering cultural enrichment, coordinating and executing events that celebrate Treaty #3 traditions, particularly surrounding children and youth based initiatives. The role is dedicated to promoting cultural pride, supporting the growth of Treaty #3 youth, and addressing mental health concerns within the community.

Duties and Responsibilities:

- Provide strategic administrative support for efficient and effective meetings, fostering collaboration among constituent councils (2SLGBT+ and Youth Council) in alignment with collaborative efforts between health and social domains.
- Design and implement youth-focused engagement activities to nurture leadership skills and mentorship opportunities, empowering the next generation and mental health.
- Coordinate and host youth cultural activities including (but not limited to) Youth Cultural Camps, Anishinaabe Winter Games, and medicine picking.
- Prepare impactful written materials, including correspondence, proposals, briefing notes, media releases, and slide decks for the Office of the Ogichidaa and the Chiefs Committee.
- Establish regular communication channels and reporting mechanisms to keep communities and the Treaty #3 Health Council.
- Work collaboratively within the Health department to contribute to the planning, development, and implementation of holistic health initiatives.
- Develop proposals, as requested by leadership and youth, to advance key youth priorities within the Treaty #3 community.
- Oversee the completion of quarterly and year-end reports to funders, ensuring accuracy and alignment with organizational objectives.
- Execute additional duties as assigned by supervisors and the Leadership of Grand Council Treaty #3, ensuring alignment with organizational goals.
- Travel local and regionally within Treaty #3 Territory when needed.
- Regular communication to communities (via newsletter, social media channels, website, in person presentations etc.)

Qualifications:

- Post-secondary degree related to education, public health, nursing and health sciences.
- Excellent written and verbal communication skills and experience providing briefings, decision notes.
- Ability to speak Anishinaabemowin is an asset.
- Knowledge of traditional wellness practices, medicines, or birthing practices as well as knowledge of Treaty #3 First Nation traditions, cultures, values, and history.
- Ability to work independently in a fast-paced environment, self-motivated and problem solve.

- Time management and presentation skills with the ability to follow through on assigned duties independently within strict deadlines.
- Valid Class G Driver's License and access to a reliable vehicle.
- Current/valid vulnerable sector criminal records check.
- Ability/willingness to travel as required.

Please send a cover letter, resume, and contact information for 3 references to the attention of:

Human Resources Department

Grand Council Treaty #3

P.O. Box 1720, Kenora, Ontario P9N 3X7

Email: careers@treaty3.ca

We thank all those who apply. Only applicants selected for an interview will be contacted. Submission of a criminal record check is required prior to the offer of employment. **We at Grand Council Treaty 3 are committed to transparency in our hiring process and do NOT use AI in the screening process.**