



**GREATER SUDBURY POLICE SERVICE and the  
N'Swakamok Native Friendship Centre and the  
Shkagamik-Kwe Health Centre**

Invites applications for the position of  
**Temporary Part-Time  
Trauma-Informed Indigenous Prevention & Support Coordinator**  
**Hourly Rate of \$26.81**  
**24 hrs per week**

**Summary of Functions:**

Under the general supervision of the Greater Sudbury Police Service's Strategic Operations Division and the advisory committees of N'Swakamok Native Friendship Centre and Shkagamik-Kwe Health Centre, the Trauma-informed Indigenous Prevention & Support Coordinator will be responsible for coordinating, developing, and providing awareness and education, intervention, culturally inclusive survivor support, referrals, safety planning, and outreach to assist in reducing violence against Indigenous survivors and victims of Human Trafficking and Intimate Partner Violence. Through these responsibilities, this project will contribute to reducing re-traumatization of survivors and victims and systemic barriers to accessing services, while ensuring justice equity. With the assistance of the Coordinator, this project will also include improving the Police Service's response to such incidents by enhancing officer development and training with the aim to increase public confidence and trust and to enhance the relationships between Indigenous survivors and victims, their community and the Police Service.

**Specific Duties**

- Improve and promote access to justice and participation by Indigenous survivors and victims in the justice system.
- Promote the development of law, GSPS policies and programs for Indigenous survivors and victims of Human Trafficking (HT) and Intimate Partner Violence (IPV).
- Promote the implementation of principles, guidelines, and laws designed to address the needs of Indigenous survivors and victims of HT and IPV, and articulate the victim's role in the criminal justice system.
- Increase knowledge and awareness of the impact of victimization, the needs of Indigenous survivors and victims of HT & IPV, available services, assistance and programs and relevant legislation.
- Encourage governmental and non-governmental organizations to identify victim needs and gaps of services and assistance to Indigenous survivors and victims of HT & IPV.
- Promote capacity building within non-governmental organizations.
- Create awareness amongst GSPS staff about the issues facing Indigenous survivors and victims of HT & IPV, and barriers faced in accessing services.
- Develop and complete training for GSPS officers including the requirements of providing trauma-informed and culturally inclusive services and appropriate response involving violence against Indigenous persons.
- Develop a contact list for Indigenous community members around Greater Sudbury and act as a resource /liaison when looking for missing Indigenous persons where crimes of violence are suspected, or the person's well-being may be compromised.
- Develop educational material specific to community for distribution during outreach on victim services and participation in the justice system, including an Indigenous-informed Survivor Guide and Indigenous-informed safety plans for survivors and victims of HT & IPV.
- Assist in the development of surveys to be implemented, including a survivor and victim survey regarding the reporting process at GSPS and a member survey which will be used to measure knowledge gained on trauma-informed training and response to Indigenous survivors and victims.
- Hold safety planning sessions with a holistic aspect for Indigenous victims.
- Develop and prepare social media/media strategy to raise awareness of the issues involved with HT & IPV, specifically involving Indigenous survivors and victims.
- Develop partnerships with local community groups, and provide training on navigation of the reporting process at GSPS.
- Establish and seek input from program reviews/advisory committees.
- Fulfill all other responsibilities as determined by advisory committees.
- Complete required online training provided by the Canadian Police Knowledge Network.

**Applicants must meet the following minimum requirements:**

**Qualifications:**

- Diploma in Social Services Work or equivalent
- A minimum 2 -3 years of experience in providing social services to clients in an Indigenous setting
- Relevant background and knowledge on the issues faced by survivors and victims of Human Trafficking & Intimate Partner Violence is required.
- Knowledge of Indigenous Cultural Awareness and lived experience is required.
- Successful candidates must meet the requirements of a Police Record Clearance Check.
- Valid G driver's license required.
- Demonstrated knowledge and proficiency in using word processing equipment and related software to an accomplished level, e.g. Microsoft Word, Microsoft Excel, and PowerPoint.
- Demonstrated working knowledge of Community Resources.

**Assets:**

- Degree in social work
- Program coordination with 2-3 years of experience or a combination of working community-based programs.
- Ability to speak an Indigenous language.

**Skills:**

- Strong interpersonal, oral, and written communication skills.
- Ability to work independently and collaboratively as part of a team.
- Proven organizational, time-management and motivational skills.
- Ability to maintain accuracy with a large volume of work.
- Ability to relate courteously with members of the Service, the general public, and outside agencies.
- Ability to work with moderate supervision, and be able to produce accurate work while complying with procedures.
- Demonstrated experience working in, managing or delivering community-based programs or projects
- Self-motivated individual with the ability to work collaboratively and part of a team.
- Organize own work, set priorities, and meet critical time deadlines.
- Ability to work flexible hours.

Appropriate accommodations will be provided upon request throughout the hiring process as required under the Greater Sudbury Police Services Employment Accommodation Policy and the Accessibility for Ontarians with Disabilities Act (AODA).

The selection process will reflect the dedication of the Greater Sudbury Police Service to the principles of Equal Opportunity.

**We thank all Applicants; however only those selected for an interview will be contacted.**

**Please submit a cover letter and resume relating your knowledge, skills and experience to the qualifications listed in this posting. Completion of a Civilian application also required (<http://www.gsps.ca/en/jobsandopportunities/resources/civilian.PDF>).**

**Submit applications by e-mail to [GSPS.HR@gsps.ca](mailto:GSPS.HR@gsps.ca) or by mail to:**

**Greater Sudbury Police Service  
Attention: Human Resources Branch  
190 Brady St. Sudbury, Ontario P3E 1C7**

**Application Deadline – November 30<sup>th</sup>, 2021 at 0800h**