



## **Inclusion, Diversity, Equity and Accessibility (IDEA) Coordinator**

Temporary Full-Time

**SALARY: \$61,869 to \$72,786**

**Are you someone who wants to actively participate in change and address systemic racism?  
Are you passionate about educating and bringing awareness to professionals on broad social  
injustices and discrimination?**

**WE want YOU!**

### **SUMMARY:**

The IDEA Coordinator will facilitate the implementation of the organization's equity work plan, which includes but is not limited to agency-wide and office-centric goals, strategies, and metrics for success. This position will coordinate implementation planning and activities that engages all the organization's services, offices, and programs in support of creating and sustaining a safe, accessible, and inclusive workplace and service delivery. All actions are performed according to applicable regulations, Ministry standards and guidelines, and the vision, mission, values, and overall strategic direction of PARNIPCAS. This position is outside of the Bargaining Unit.

### **SKILLS AND QUALIFICATIONS:**

- Bachelor's degree or Master's degree in a related field.
- Human Resources work experience is considered an asset.
- Experience working with First Nations, Inuit, and Métis (FNIM) people, diverse populations, and racialized groups.
- In-depth personal experiences related to the job responsibilities described herein.
- Advanced ability to recognize and sympathize to Anti-Oppression and broad social injustices and discrimination and their systemic impact.
- Proven experience in program/service management.
- Experience and high degree of competency using a wide variety of software, hardware related to analytical needs, artistic/creative needs, and social media platforms would be considered an asset.
- Research and evaluation skills are considered an asset.
- Organized, energetic, goal-oriented, self-starter who strives for optimum results, resolves conflict, and promotes cooperation, commitment, and pride.
- Proven ability to take initiative, work independently, manage multiple projects and deadlines in a fast-paced environment.
- Ability to maintain a high level of integrity, diplomacy, and initiative.
- Satisfactory Police Records Check and Provincial Child Welfare Check.
- Bilingualism is considered an asset (French/English).

## APPLICATION PROCESS

Qualified applicants are encouraged to email their resume and cover letter to the Human Resources Department: [hr.information@parnipcas.org](mailto:hr.information@parnipcas.org).



PARNIPCAS is committed to a barrier-free, respectful, accessible, and inclusive work environment. We will endeavor to remove any barriers to the hiring process to accommodate those applicants with disabilities. Please inform Human Resources in advance should accommodation be required at any point in the recruitment and selection process.

We are committed to having a workforce that is reflective of the diversity of our community and strongly encourage applicants from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

Only those candidates selected for interviews will be contacted, however, we thank all applicants for their interest.

Will remain posted until filled.