Job Title: Osh-Ka-Be-Wis Training Coordinator

Location: 425, Cherry Street

Reports To: Manager, Osh-ka-be-wis Program

Hours: 9am – 5pm Weekdays

Salary Range - $34.02 - $42.52 per hour

Are you interested in working in the urban Indigenous community? Anishnawbe Health Toronto is a fully accredited community health center offering access to health care for Indigenous people living in the GTA. With Indigenous culture and tradition at its core, AHT offers a full range of services and healthcare providers, including Traditional Healers, Medicine People, primary care and mental health practitioners, and service providers focusing on the social determinants of health. We provide care from a blended model of Traditional and Western approaches to improve our clients' wellbeing. As the Osh-ka-be-wis Training Coordinator, you will you will be in proximity to Traditional Healers and Traditional knowledge carriers, where you will engage in consultation and learn cultural approaches to healing and wellness

Duties & Responsibilities:

- Assist Traditional Healers, Elders, and Medicine People during Ceremonies and Teachings.
- Gather, prepare, identify, and store traditional medicines respectfully.
- Assist clients and staff in understanding appropriate cultural protocols.
- Coordinate learning schedules, maintain records, and support cultural learning opportunities for the Osh-Ka-Be-Wis Program
- Organize events or sessions for the Osh-Ka-Be-Wis Program related work that may involve coordinating attendees list, sending out virtual meeting links, booking of facilities, equipment, catering, travel arrangements, reports, mail outs, evaluation, etc.
- Assist in booking rooms, travel, and managing calendars
- Help coordinate the learning sessions for the Osh-Ka-Be-Wis Program
- Provide welcoming, wholistic assistance and guidance for program attendees, Traditional Healers and Elders
- Maintain schedules, track program resources, draft communications, and handle day-to-day office tasks.
- Create posters, infographics communications as needed

Qualifications & Experience:

- Cultural Competency: Strong grounding in Indigenous ways of knowing, being, and community protocols
- Lived Experience: Lived or working connection to First Nation, Métis, or Inuit communities

Why Choose Anishnawbe Health?

AHT offers a competitive salary and comprehensive benefits package. As the Osh-ka-be-wis Training Coordinator, you will be a member of a multidisciplinary team including but not limited to psychiatry, Traditional Healers, counsellors, Two Spirit Trans services, primary care, Rapid Access Addiction Medicine, Housing Supports, and programming for children and youth. All services are delivered from a newly developed location in Toronto's Canary District.

How to Apply: Ready to embark on a rewarding journey with Anishnawbe Health? Submit your cover letter and resume by email to recruitment@aht.ca as a single document to become an integral part of a team committed to holistic health and a strong community.

Position will remain open until filled

Applicants who are Indigenous and meet the requirements of the job posting will be given first consideration in the hiring process.

Anishnawbe Health Toronto is committed to diversity and values the contribution of its employees from diverse backgrounds and experiences. We welcome applications from Indigenous persons, visible minority group members, women, and persons with disabilities, members of sexual minority groups, and others who contribute to greater diversity of perspectives.

(If you are invited for an interview and require accommodation, please let us know*)*
Meegwetch to all applicants, however, only those selected for an interview will be contacted.