
Career Opportunity

Internal/External

Justice Systems Navigator

Full Time, 1-year term



Tungasuvvingat Inuit

It is the mission of Tungasuvvingat Inuit (TI) to broadly provide Inuit-specific programs that contribute to the health and wellbeing of Inuit and to encourage and support similar programs for Inuit across the country. With over 30 years of highly successful experience in crafting the design, development, and delivery of a wide range of effective, client-centered services, TI continues to deliver quality programs and services that directly benefit our growing urban Inuit population.

TI's Justice System Navigator is responsible for supporting Inuit in navigating the Canadian Justice System and works towards reducing barriers for clients, increasing their cultural safety, and providing access to relevant justice services, while providing community support and referrals.

The successful candidate will ensure Inuit gain fair and equitable access to legal services, language translation/interpretation (Inuktitut-English/ French) and direct supports to successfully navigate the legal system. They will function as a central intake point of contact for TI and will be accountable for the coordination of appointments, individualized supports, maintenance of client case files, and tracks statistics of services and any referrals made outside of TI.

Other key responsibilities of the position will include:

- Ensures agency interactions and interventions are done in a culturally sensitive/appropriate way;
- Provides access and referrals to legal supports, legal aid, cultural supports such as linguistics, elders, and cultural programs and services;
- Determines the needs of clients and families through intake;
- Manages intake, coordinates data gathering, maintains accurate client files, completes case notes, and assists in project reporting requirements;
- Advises and assists in culturally relevant program development, program management and the continued expansion of program delivery;
- Assists in training events and workshops;
- Builds and maintains good working relationships, forges partnerships with external partners and organizations across Ottawa;
- Collaborates with other staff at TI, Inuuqatigiit, and other Indigenous and non-Indigenous agencies to provide integrated and coordinated support for clients.

Qualifications

The ideal candidate will have knowledge of Inuit culture and values including Inuit Qaujimajatuqangit; how to navigate the Canadian Justice System, urban Inuit legal issues and the Inuit socio-economic landscape; internal and external services for Inuit in Ottawa; and community resources and TI programming.

Excellent interpersonal and communication skills, case and file management skills, organizational and time management skills, relationship building skills, and computer literacy skills are necessary.

The ability to work independently and in a team environment, create and maintain positive and collaborative working relationships that exemplify Inuit Qaujimajatuqangit, and work occasional evenings and weekends is required.

A diploma or degree in Criminology, Social Sciences, Social Work, or a related field of study and three years of related work experience dealing with similar clientele, the justice system and community partners is preferred. Training and/or Certification in CPR, Crisis Intervention and Prevention, Suicide Intervention and Prevention, Mental Health First Aid, Food Handling and Preparation are assets. Fluency in English is required and the ability to communicate in Inuktitut is an asset. A valid driver's license and acceptable driver's abstract is required and access to a reliable vehicle is an asset.

An acceptable combination of related education, work and life experience may be considered.

Salary and Benefits

- TI offers a competitive total compensation package. Employees are provided an exceptional benefits plan which includes major medical and dental coverage for the employee and their dependents, and employee life insurance. TI also offers a Group RRSP benefit plan for eligible staff.
- TI provides paid sick, personal and family sickness leave days, and a 24/7 confidential Employee and Family Assistance Plan.
- Vacation (earn 3 weeks/year).

Deadline for applications is February 5th, 2023.

To apply, please submit your resume and cover letter to careers@tiontario.ca.

Preference in hiring will be given to qualified Inuit candidates; applicants are encouraged to self-identify. Interested candidates are encouraged to visit our website at www.tiontario.ca to learn more about our programs and services.

The successful candidate for this position will be required to obtain a vulnerable sector check with results acceptable to TI. Accommodations for applicants with disabilities is available upon request.

This position works out of TI's 200 Elgin Street, Ottawa location which is conveniently located close to major transportation access points.

We thank all interested applicants in advance for their interest. Only individuals selected for interviews will be contacted.