



Tungasuvvingat Inuit
Career Opportunity
Internal/External
Restorative Justice Liaison
(Full-time, indeterminate)

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.

Role Summary

Reporting to the Manager of Inuit Courts & Justice Services (ICJS) the Restorative Justice Liaison (RJL) is responsible for the effective functioning of Tungasuvvingat Inuit's (TI) Restorative Justice Initiatives Program. This position is responsible for providing direct services to Inuit impacted by crime and wrongdoing, including offenders, victims, families, community members, and key stakeholders.

Responsibilities

Main Priorities

- Respecting the 8 Guiding Principles of Inuit Qaujumajatuqangit, the RJL is responsible for the development and delivery of Inuit specific restorative justice programs and services.
- Restorative Justice is a community-based practice used to strengthen communities, repair harm and restore relationships when wrongdoings occur. It is a set of principles, values, and practices that create a safe space for victims, offenders and the community an opportunity for honest dialogue to take place.
- The RJL is responsible for the effective coordination of the Ikajuriallattiit Restorative Justice Committee (IRJC), the IRJC is formally appointed by TI's Board of directors to carry out their restorative justice objectives. The RJL must ensure that the IRJC Terms of Reference (TOR) are adhered to.
- The RJL must have a strengths-based approach and philosophy when working with all people. The RJL will work with justice system partners, the police, the crown, Indigenous Peoples Court, the Ottawa Inuit Urban community as well as community organizations to ensure Inuit have access to culturally appropriate/specific programs and services. To accomplish this, the RJL is responsible for establishing and maintaining memorandum of understanding agreements, as well as diversion protocol agreements.

Program Coordination and Development

- Advise and assist on the effective management, coordination and continued expansion of TI's restorative justice initiatives;
- The RJL will monitor and evaluate the restorative justice initiatives, report and advise the ICJS Manager of the overall effectiveness and required adjustments.
- Assist the IRJC to develop and deliver culturally relevant pre- and post-charge responses to diversion through the victim/offender conferencing model, aftercare programs, crime prevention initiatives, justice education, and advocacy;
- Develop the project strategy, assist in the creation of a detailed evaluation plan and framework and the development of a sustainability plan as required;
- Submit workplans, financial reports and other progress reports as required;
- Gather program statistics for reporting, analysis and other purposes;
- Ensure the program is run within the prescribed time, scope and budget;
- Ensure the completion of questionnaires and/or evaluations from relevant stakeholders to collect participant and other program data;
- Work to ensure the continued cultural program development within the Inuit Men's Healing Group, ensuring the unique needs of the community are being heard and met.
- Facilitate the weekly Inuit Men's Healing Group with internal support from TI's Housing, Counselling and Cultural teams.

Capacity Building

- Engage with funders to ensure ongoing financial support for TI's restorative justice initiatives including capacity building training for the IRJC;
- Provides guidance, consultation, training and assistance to increase the capacity of the IRJC in the development and implementation of community-based restorative justice programs, including adult offender diversion and offender reintegration and assist various community groups in the delivery of community-based justice initiatives;
- Maintain the victim/offender conferencing training manual and deliver training for new staff and IRJC members as and when required;
- Organize and facilitate training events and workshops for justice program staff and the IRJC to enhance capacity;

Networking and Program Promotion

- Work collaboratively with other Restorative Justice practitioners to gain knowledge and best practices to enhance TI's Restorative Justice initiatives;
- Conduct outreach activities with the community, internal and external programs and service providers, the general public and possible funding sources;
- Promote the strategy through various medium (print, digital marketing, social media, etc.)
- Participate in meetings, training and professional development initiatives as required;
- Assist in maintaining a network between the Restorative Justice Initiative, the police, Crown Prosecutors, community resources and links clients to various government programs and

- services and educational institutions;
- Other tasks and duties applicable to the position.

Case Development and Management

- At all times, working in a manner that preserves confidentiality and seeks to minimize risks for clients, employees and the organization following TI's policies and procedures;
- Maintain and manage confidential client files by thoroughly recording all activities, any contact, client intake, coordination of conferencing facilitators, conferencing session outcomes, victim/offender/community agreements and reports submitted to the referral source;

Education and Experience

- Completion of diploma or degree in Criminology, Social Sciences, Social Work or equivalent combination of education and work experience;
- Minimum 3 years' experience dealing with similar clientele, the justice system and community partners is a definite asset;
- Previous relevant experience may also be considered.

Knowledge, Skills and Abilities

Knowledge

- Knowledge of Inuit culture, values, Inuit Qaujimajatuqangit and traditional practices;
- Detailed knowledge of restorative justice models and the criminal justice system;
- Working knowledge of community development techniques and processes;
- Familiarity with the socio-economic landscape impacting Inuit;
- Thorough knowledge of Southern Inuit service providers;
- Knowledge of social media and digital marketing will be considered an asset.

Skills

- Excellent interpersonal and communication skills;
- Excellent relationship-building skills;
- Group and one-on-one interview skills;
- Strong work ethic, excellent organizational skills, resourcefulness and flexibility;
- Inuktitut language skills are a definite asset;

Abilities

- Ability to organize and deliver training to those involved in community justice initiatives in Ottawa;
- Ability to develop, plan, implement and monitor community-based justice programs and initiatives;
- Ability to adjust and maintain a demanding workload, priorities and schedule;
- Previous experience collecting program statistics and program evaluation is an asset;
- Proficiency working in a Microsoft Office environment and with database-management tools;

- Ability to work independently with minimal guidance and supervision;
- Availability to work evenings and weekends as required;

Working Conditions

The Restorative Justice Liaison works in and outside the office as required. Frequent travel within the city is required. Occasional travel out of town may be required

Deadline for applications is June 7, 2019

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

Preference in hiring will be given to qualified Inuit candidates and applicants are encouraged to self-identify. The applicant hired for this position will be required to obtain a vulnerable sector police records check with results acceptable to TI. We thank all interested candidates in advance, but unfortunately, we are only able to respond to those selected for an interview.

Accommodations for applicants with disabilities are available upon request.