



Employment Opportunity

Position: **Restorative Justice Coordinator
Supporting Fort William First Nation**

Posting Reference #: NTC- 202517

Status: Full-time Term Contract

Contract End Date: March 31, 2029

Opening Date: August 25, 2025

Closing Date: September 5, 2025

Location: Thunder Bay, ON

Join Nokiiwin Tribal Council, a dynamic and rapidly expanding non-profit organization committed to fostering growth and prosperity in collaboration with our five member First Nations. If you're passionate about making a positive impact in areas such as governance, finance, access to justice, economic development, community planning, technical, and education services, we invite you to explore exciting opportunities with us. Learn more about our mission at www.nokiiwin.com and be a part of a meaningful journey towards community empowerment and unity.

Nokiiwin Tribal Council requires an experienced, knowledgeable, and motivated **Restorative Justice Coordinator supporting Fort William First Nation** to develop and implement Nokiiwin's Restorative Justice Program. Reporting to the Access to Justice Manager, the Restorative Justice Coordinator will work closely with the Access to Justice team and Justice Advisory Steering Committee. This role is crucial in bridging gaps between Indigenous communities and the justice system, fostering trust, and implementing culturally appropriate approaches to justice. It requires a blend of relationship-building skills, program development expertise, and a deep understanding of restorative justice principles.

Summary of duties:

- Build and nurture connections with various stakeholders including Nokiiwin First Nation communities, Indigenous justice service providers, police, Crown Attorneys, Indigenous court workers, and others.
- Collaborate with Fort William First Nation on the development of their diversion program, ensuring engagement with Nokiiwin First Nations, the Justice Advisory Steering Committee, and the Access to Justice Team.
- Assist in establishing and facilitating the adoption of a restorative justice framework within the community.
- Seek out and secure resources to support the delivery of restorative justice programming within Fort William First Nation.
- Work collaboratively with Fort William First Nation and justice stakeholders on reviewing and updating current protocols with police, Crown Attorneys, and Indigenous service providers.
- Establish a referral process for pre- and post-charge diversion, involving various justice personnel: police, crown attorneys, Indigenous justice service providers, victim services, etc.
- Offer culturally competent restorative justice support to develop confidence and trust in the process.
- Make referrals for individuals and track their progress to ensure the effectiveness of the restorative justice interventions.
- Actively engage as a member of the Justice Advisory Steering Committee to contribute to overarching justice initiatives and strategies.
- Facilitate post-charge restorative healing circles with individuals, providing a platform for reconciliation and resolution.

Preferred Qualifications:

- A university degree or college diploma in a related field.
- Previous experience working in the criminal justice system, community development, social services, or related fields is valuable.
- Experience specifically in restorative justice coordination or facilitation is highly desirable.
- Technical knowledge and experiences with court processes, court specific language, and an awareness and knowledge of reference materials available.
- Must have experience working with First Nation individuals, organizations, First Nation Government, First Nation communities and other levels of government.
- Demonstrated cultural competency and sensitivity to the needs and perspectives of Indigenous communities, along with a commitment to cultural humility and continuous learning.
- Solid foundational understanding of Indigenous restorative justice practices and revitalization of Indigenous legal traditions.

- The ability to build rapport, establish trust, and maintain positive relationships with diverse stakeholders, including Indigenous communities, justice system personnel, and service providers, is essential.
- Excellent communication skills, both verbal and written, are crucial for effectively liaising with stakeholders and facilitating meetings.
- Must be highly self-motivated and able to work well independently or as a team member.
- Must have excellent computer skills, proven experience with word processing, spreadsheet, database, presentation, and publishing software preferably in a Microsoft Office 365.
- Strong organizational and project management skills are necessary for coordinating the program, managing resources, and tracking outcomes.
- Must have a valid Ontario Driver's License, reliable vehicle and up to date car insurance.
- Successful completion of a Level 3 - Police Vulnerable Sector Check (PVSC)

Benefits of Working for Nokiiwin

- **Health and Wellness** - we offer excellent health, vision care and dental benefits for eligible full-time employees.
- **Financial Security** - offers a Defined Contribution Registered Pension Plan (RPP) with competitive company matching option for eligible full-time employees.
- **Environment** - Nokiiwin's culture provides an exciting, supportive, and fun work environment.

Ready to make a difference? Apply today and become part of our dynamic team!

Interested applicants are encouraged to **apply online at** by **submitting a single PDF document** that includes their cover letter, resume, and three (3) professional references by

4:00 p.m. September 5, 2025

"We encourage all qualified candidates to apply for this position. Preference will be given to applicants who self-identify as First Nations, Inuit, or Métis, as part of our commitment to supporting Indigenous communities and advancing reconciliation."

Only candidates who meet the qualifications and are granted an interview will be contacted.

Nokiiwin is an equal opportunity employer and is committed to providing employment accommodation in accordance with the Canada Labour Code and Accessible Canada Act. If you require accommodation to apply or if selected to participate in an assessment process, please advise Human Resources.