



## Rural Community Access Coordinator

### Overview

Queer Yukon Society is seeking an engaged LGBTQIA2S+ community member with experience in the non-profit sector to support systemic change alongside Yukon women's organizations.

**Term:** Approximately 2.5 years

**Location:** Watson Lake or Dawson City, Yukon

**Hours:** Part-time (20 hours per week)

**Hourly Wage:** \$32 / hour

**Benefits:** Organizational benefits plan or 4% of base salary in lieu of benefits

**Equipment:** Employees will be provided a computer and cell phone

### Responsibilities include:

- Connecting specifically with Yukon women's organizations and LGBTQIA2S+ people in Yukon communities to ensure their needs and voices are represented in the project
- Gathering and supporting the development of a variety of resources and educational tools that would help Yukon Women's Organizations support LGBTQIA2S+ people
- Organizing online and in-person discussions with LGBTQIA2S+ people about their experiences with Yukon Women's organizations
- Interviewing LGBTQIA2S+ individuals about their experiences with Yukon Women's organizations
- Supporting the development of a survey on LGBTQIA2S+ experiences with Yukon Women's organizations
- Supporting the development of policies and best practices to support LGBTQIA2S+ inclusion in Yukon Women's Organizations
- Supporting the development of action plans for women's organizations to support the implementation of policies and best practices to support LGBTQIA2S+ people
- Ensuring evaluation data is collected and submitted for reporting
- Regularly reporting expenses
- Other duties as assigned

### The ideal candidate will have:

- A strong knowledge of or first-hand experience with the LGBTQIA2S+ community

- Anti-racist and/or any other anti-oppression training or experience
- A strong knowledge or experience with Yukon's First Nations communities
- Training or experience in research, strategic planning, policy development, and/or program development
- Experience coordinating events, facilitating group discussions, interviewing, and/or working in the non-profit sector
- Experience supervising others and/or working collaboratively with a team
- Basic familiarity with Gmail, Google Drive, Zoom, Facebook and Instagram would be considered an asset
- A Bachelor's Degree in a relevant field or equivalent knowledge and experience would be considered an asset
- Bilingualism in ASL, a Yukon First Nations language, French or another language would be considered an asset
- Valid driver's licence would be considered an asset

For this position, Queer Yukon Society is inviting applications from Yukoners currently living in Watson Lake or Dawson City. Preference may be given to individuals who identify themselves as members of the LGBTQIA2S+ community, including but not limited to: Black, Indigenous, & People of Colour, women, Two Spirit / Indigiqueer people, Trans/Non-binary people, people whose first language is not English, and people with disabilities.

### **Application Instructions:**

**Apply no later than:** November 18, 2021 @ 11:59pm (Yukon Time)

Please include a **resume and a cover letter** explaining how your skills and experience make you a good fit for the position. Please send your resume and/or letter to the Human Resources Committee at: [work@queeryukon.com](mailto:work@queeryukon.com). Be sure to include "Rural Community Access Coordinator" in the subject of your email.

Individuals selected for an interview will be asked to complete a short assignment demonstrating relevant skills.