

## **Team Leader - Quaqtaq**

### *Qaulirmat Youth Leadership Camp*

#### *Organization Description:*

All Arctic is an Inuit-run not-for-profit organization that is on a mission to build, develop and implement programs that contribute towards a brighter future for all people in the Arctic. All Arctic strives to direct people towards advantageous opportunities, improve social conditions, and empower people by coaching them on how they can achieve their goals in their personal life, communities, professional career, and academic path.

All Arctic is searching for a Team Leader for one of our youth programs called Qaulirmat, which is a summer leadership camp for Inuit youth. We are committed to our employees and ensure a collaborative work environment.

#### *Job Description:*

We are looking for a talented colleague to work as Team Leader. The main role is to ensure that the youth are comfortable during the program's activities by ensuring they have all required materials, reach the correct location as well as ensuring they have all food and water required.

#### *The Team Leader will be responsible for:*

- Assisting the Program Coordinator in conducting the activities with all groups throughout the project
- Maintaining direct contact with the program coordinator on all matters pertaining to the scheduled initiatives
- Preparing and managing the event logistics (tables, chairs, pens, technological equipment, etc.)
- Trouble-shooting all sound systems and presentations before the start of each events
- Coordinating facilities logistics with Kativik Illisarniliriniq, Air Inuit, and other parties
- Help with live-translation of all sessions when and where needed
- Announce program schedule to all participants during events, activities and workshops
- Facilitate the movement of all groups during events, activities and workshops
- Enforce all program rules and limitations
- Meeting & greeting all guest speakers, youth groups and other participants involved
- Go out and buy all required supplies, food, and equipment needed for every activity, event, and workshop
- Act as a liaison between the program coordinator and the youth participants
- Ensure all building & participation security
- Coordinate logistical matters with volunteers
- Ensure youth are comfortable and engaged
- Cook all traditional and non-traditional meals and snacks for the participants and staff members
- Keep the space safe & clean throughout the Program

#### *The selected candidate must possess the following:*

- Spoken fluency in English and Inuktitut, French is considered an asset
- Experience in working with community-led initiatives

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- Experience working with youth
- Demonstrated ability to collaborate and work in a diverse team
- Strong sense of responsibility and accountability

### *Education and experience requirements*

- Secondary 5 and diploma of highschool completion
- 2 years of experience in working with youth

### *Employer requirement for candidacy*

- Perform a complete background check and criminal record check

Place of work: Quaqtaq, Nunavik

Duration of contract: 8 to 10 weeks (350 hours)

Salary: \$33.87 per hour

Other benefits: Nunavik Cost-of-Living Allowance.

Schedule: 35 hours per week.

Please apply in writing by sending your CV/resume and letter of intent to this email before May 25th, 2024: [admin@qaulirmat.ca](mailto:admin@qaulirmat.ca)



### **All Arctic**

[www.allarctic.org](http://www.allarctic.org)

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*All Arctic, an Inuit not-for-profit organization, is on a mission to develop and implement programs for the betterment of all people of the Arctic*