

## **The Reclaiming Our Role – Program Coordinator**

**Compensation & Classification:** Hourly (\$25.00/hr), Contract  
Minimal Travel Required

### **Job Description**

This 18-week summer employment opportunity is open to post-secondary students between the ages of 18 – 29 years. The Reclaiming Our Role – Youth Supporting Survivors Program is part of the Survivors' Secretariat's ground search efforts tied to the more than 600 acres of land associated with the Mohawk Institute.

Applications are sought from young people from Six Nations of the Grand River, as well as young people from 60 plus communities impacted by the Mohawk Institute.

Successful candidates will work under the supervision of the Ground Search Analyst and be involved in professional and cultural knowledge sessions with Survivors, The Human Rights Monitor, Cultural Monitors, and others involved in the work at the Mohawk Institute. The Youth Supporting Survivors Program has been developed to create a youth driven, educational, and community-based response to the work led by Survivors of the Mohawk Institute. It aims at providing young people who identify as Intergenerational Survivors the opportunity to be part of critical work within the community that is anchored in truth-telling and healing.

Training will be provided on the use of ARC GIS software for GPR data analysis and reviewing the ground search information. Training will also be provided specific to field search notes; including the creation and documentation of detailed notes attached to all field activities.

### **Key Responsibilities** • Program Coordinator.

- Ground search data analysis
- Review of Ground Search information
- Using ARC GIS Software
- Be available to work 8 hours per day, Monday to Friday. Occasional evening or weekend work may be required. Employees will be provided with ample notice and adjustments will be made to their schedule.
- Participate in mandatory training and professional development activities that will be spread across the 18-week program.
- Attend all scheduled team meetings and debrief sessions.
- Communicate with the immediate supervisor with respect to any concerns, emergencies, imminent weather, media inquiries, etc.
- Participate in 1:1 session with the immediate supervisor or wellness support, as requested and as needed.

## **Education & Experience**

- Currently enrolled or will be enrolled as a student in a post-secondary program in September 2026.
- Identify as an Intergenerational Survivor of the Mohawk Institute.
- Knowledge of the Indian Residential School System, the Truth and Reconciliation Commission of Canada's Calls to Action and the history of the Mohawk Institute.
- Ability to work independently and with a team.
- Strong planning, organizational, communication and problem-solving skills.
- Access to regular transportation is required for this position.
- Available to work a flexible schedule, including some afternoons and weekends

## **Physical & Mental Requirements**

A successful candidate must be able to meet the physical demands required to perform the essential functions of this job.

While performing the duties of this job, employees will be regularly required to stand, walk, and use their hands to write, record, use IT tools to complete their work.. The nature of this work calls for repetitive wrist, hand, and overall body movements.

The Secretariat will have cultural, and spiritual wellness supports embedded in the summer program for all employees. Additional skill and culture-based training opportunities will be part of the program.

Successful candidates will be called on to engage in an ongoing process tied to physical, emotional, spiritual, and psychological self-care and awareness training. The Secretariat is anchored in a trauma-informed approach that necessitates our employees take an active learning and knowing journey tied to the history of the Indian Residential School system, its impacts and legacy within our nations, communities, and families. The truth of this history is painful, and we are committed to be part of the healing journey that begins with our employees and extends into the work we do with Survivors, their families and the more than 60 communities who had their children taken and sent to the Mohawk Institute Indian Residential School.

**Please send resume to [info@survivorssecretariat.ca](mailto:info@survivorssecretariat.ca) no later than 4:00 pm EST on WEDNESDAY APRIL 15, 2026.**