



Yellow Quill Child and Family Prevention Services Inc.

Box 273, Yellow Quill, SK S0A 3A0

306 327 1005 or 639 328 7710

Email – ctony77@hotmail.ca

EMPLOYMENT OPPORTUNITY

SAULTEAUX LANGUAGE COORDINATOR

Yellow Quill Child and Family Prevention Services Inc. is in search of a **full-time Saulteaux Language Coordinator**. This position is based ON RESERVE and reports directly to the Executive Director of YQCFPS. **Pay will be based on experience and education**, with benefits following completion of a required probationary period.

The Saulteaux Language Coordinator will lead, organize, and support the YQCFPS Saulteaux Revitalization Project, a multi-year project funded by Heritage Canada. This role focuses on planning, delivering, and promoting Saulteaux language and cultural activities, including training sessions for YQCFPS staff, community classes, mentorship programs, language awareness events, and digital resources. The Coordinator will work closely with Elders, youth, staff, and community members to ensure the revitalization of Saulteaux in Yellow Quill through YQCFPS.

Requirements:

- A strong understanding of the Saulteaux Language and Culture
- Strong connection to Yellow Quill First Nation and commitment to community values
- Demonstrated knowledge and experience working with Indigenous community-based programs, including program coordination, community engagement, and/or education
- Ability to work collaboratively with Elders, youth, and community partners.
- Excellent interpersonal, public speaking, writing, organizing, multitasking, and time management skills
- Self-motivated, reliable, and inspired to support Saulteaux revitalization in Yellow Quill.
- Strong working knowledge of computer-based programs such as Microsoft office, Zoom/Microsoft teams, and PDF programs is required
- Valid class 5 driver's license and reliable transportation is required

- Must provide a current CPIC and Vulnerable sector's check

Duties will include:

Program Coordination:

- Develop and implement the Saulteaux Language Plan (2025–2026) in collaboration with community partners.
- Organize and facilitate train-the-trainer sessions (2025-26), language awareness week, and twice-a-week community classes (2025-2030).
- Coordinate Saulteaux youth mentorship programs (2026–2027, 2028–2029) linking youth with fluent Elders.

Community Engagement:

- Work with Elders, Knowledge Keepers, and youth to create culturally rooted programming.
- Encourage community-wide participation in classes, storytelling events, and cultural activities.
- Support the development of a Saulteaux YouTube channel, podcasts, and other digital resources.

Administration & Reporting:

- Manage program budgets, schedules, and documentation in line with YQCFPS and funding requirements.
- Provide documentation for reports and evaluations on program activities and language outcomes.
- Ensure compliance with program guidelines and contribution agreement requirements.

Resource Development:

- Assist in creating language learning materials, lesson plans, and documentation of Saulteaux knowledge.
- Contribute to the Saulteaux Revitalization Report summarizing program progress and outcomes.

Please submit resume and cover letter via mail or email along with three references to:

Charlene Tony – Human Resources Manager
Yellow Quill First Nation
Box 273
Yellow Quill, SK S0A 3A0
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❖ POSITION WILL REMAIN OPEN UNTIL SUITABLE CANDIDATE IS FOUND