



IDENTIFICATION

Department	Position Title	
Executive and Indigenous Affairs	Family Violence Coordinator	
Position Number	Community	Division/Region
11-16342	Yellowknife	Directorate

PURPOSE OF THE POSITION

The Family Violence Coordinator is responsible for providing oversight and coordination in the implementation and evaluation of the Government of the Northwest Territories' family violence strategy. In support of a shared Government of the Northwest Territories (GNWT) departmental and agency commitment to address family violence, the Family Violence Coordinator will also work with departments to develop early intervention programs for violence, raise public awareness about the dynamics of violence and abuse, conduct strategic planning, and provide advice and guidance regarding public policy to develop, support, monitor, and improve programs and services for the prevention of family violence in the NWT.

SCOPE

Reporting to the Director, Gender Equity Division (Director) located in Yellowknife, the Family Violence Coordinator will be responsible for leading, managing, supporting, and promoting an NWT-wide, person-centered, trauma-informed, culturally safe, evidence-based, inclusive family violence strategy, grounded in a whole of government approach.

The Family Violence Coordinator will be responsible for ensuring efforts are in accordance with Territorial legislation and regulations, as well as GNWT guidelines, frameworks, and action plans, and inter-jurisdictional best practices.

The Family Violence Coordinator will be expected to work closely and collaboratively with senior officials, staff, and representatives from other GNWT departments, Indigenous governments, as well as various stakeholders, including education bodies, housing authorities, health authorities, health providers and practitioners, educators, non-government agencies, and the public. This will ensure that an ongoing and integrated NWT-wide approach to



mitigating family violence is considered in the development, implementation, and monitoring of family violence strategies.

The Family Violence Coordinator must employ strategic communications and responses through internal procedures and priorities identified by the Director. The incumbent must monitor local, regional, territorial, and national advancements and activities in the area of family violence; synthesize research; and provide recommendations in order to ensure successful implementation of a family violence strategy.

The Family Violence Coordinator will be responsible for supporting key working groups which comprise of cross-system committee members and other stakeholders ensuring Committee direction and follow-up is coordinated with regional, territorial, and departmental initiatives.

The Family Violence Coordinator will appropriately align the work to current foundational frameworks and their corresponding action plans, as well as any relevant National level reports or recommendations, including the Calls for Justice from the Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls, and the Calls to Action from the Truth and Reconciliation Commission.

RESPONSIBILITIES

1. Leads the implementation, monitoring, and evaluation of the Government of the Northwest Territories family violence strategy in the NWT:

- Ensuring ongoing alignment of family violence initiatives with GNWT initiatives, including any relevant legislative, regulatory, or policy changes;
- Identifying, facilitating, and ensuring the delivery of training requirements for the implementation of a family violence strategy to all relevant staff in all levels of government;
- Trouble shooting and conflict resolution regarding implementation of a family violence strategy to minimize issues that require intervention by the Director;
- Ensuring analysis of program data to make real-time adjustments to processes, as well as to support longer term outcome-based evaluations;
- Ensuring the development and maintenance of any supporting policies and memorandums of agreement/understanding;
- Developing a monitoring and evaluation framework to support short, mid, and long-term evaluation of the impact of the family violence strategy.

2. Provides leadership in coordinating, developing, implementing, and evaluating new family violence initiatives that impact or have the potential to impact NWT-wide responses to family violence:



- Working closely with all GNWT departments, ensuring that there is an effective and integrated approach to family violence in the NWT, including monitoring holistic progress and supporting collaboration and integration between departments;
- Providing coordination support for the ongoing development and implementation of projects enhancing the collaboration and efficient response to family violence concerns;
- Identifying individuals for the provision of technical assistance, expert, and advisory services necessary to address family violence;
- Establishing dialogue/providing advice on policies, strategies, and measures for addressing family violence and outcomes of wellbeing;
- Remaining current on best practices and literature on family violence initiatives in other jurisdictions, and acting as a resource to for the GNWT and other agencies on these practices;
- Actively working to raise the profile of family violence and related initiatives both within and outside the Department; and
- Responding to requests and inquiries, verbal and written.

3. Undertakes other duties required to achieve unit, divisional and departmental goals:

- Assisting with and participating in various projects;
- Preparing issues papers, briefing notes, and responses related to concerns, questions, and complaints raised at a political level;
- Researching, reviewing, and assisting with the development of new or improved legislation, regulations, or standards as they relate to family violence;
- Attending unit, divisional, and departmental meetings and work sessions;
- Providing tailored presentations to diverse audiences, as required;
- Proactively building networks and relationships with a diverse range of stakeholders, partners, and governments, ensuring ongoing collaboration, cooperation, and partnership on relevant projects;
- Participating in planning and budget processes, as required.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual demands.



Sensory Demands

No unusual demands.

Mental Demands

The incumbent will be exposed to frequent conflicting interests and perspectives and works in an environment where there are political and public expectations and diverse needs which require diplomacy and sound judgment. The Family Violence Coordinator may also be exposed directly and indirectly to persons experiencing trauma and family violence. Occasional travel is also required.

KNOWLEDGE, SKILLS AND ABILITIES

- Specialized knowledge of public health and community-development models, programs, priority issues, and strategies;
- Knowledge of historical issues related to oppression, systemic power inequities, and colonization and how these issues play a role in current family violence situations;
- Knowledge of social, psychological, emotional, and cultural issues involved in situations of family violence;
- Knowledge of national standards and best practices as they relate to family violence;
- Knowledge of and ability to interpret relevant legislation, by-laws, public policies, and procedures concerning public health issues such as the *Public Health Act*;
- Knowledge of current research and evaluation methodologies;
- Knowledge of northern cultures and politics as they relate to public health;
- Knowledge of northern health systems and structures;
- Ability to think critically, analytically, strategically, and conceptually;
- Ability to address situations using problem-solving skills, crisis management skills, organizational and strategic planning skills, research evaluation and assessment skills, stress management skills, and time management skills;
- Strong ability to synthesize pertinent information into an easily comprehensible format for a technical audience, as well as for the public, including presentations, summaries, and promotion materials;
- Ability to communicate effectively, both orally and in writing;
- Knowledge of and ability to use MS Office, operating systems, email, and internet programs;
- Ability to work independently;
- Ability to form partnerships and work effectively in small and large groups using strong facilitation, project management, and leadership skills;
- Ability to work in an environment with tight and changing deadlines that requires organization, flexibility, and time management skills;



- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

A bachelor's degree in a public health or social sciences discipline or an equivalent degree, along with 5 years of related experience and advancing responsibilities in a relevant field related to policy and program development. Experience leading teams and working effectively in cross-cultural environments, and experience with program monitoring and evaluation are considered assets.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- No criminal records check required
- Position of Trust – criminal records check required
- Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) Intermediate (I) Advanced (A)

READING COMPREHENSION:

Basic (B) Intermediate (I) Advanced (A)

WRITING SKILLS:

Basic (B) Intermediate (I) Advanced (A)

- French preferred

Indigenous language: Select language

- Required
- Preferred