



**POSITION: Human Trafficking Awareness/Education Coordinator**

**POSITION SUMMARY:**

This fulltime position (37.5 hrs weekly) is based in Edmonton, Alberta.

***Are you passionate about community engagement? Do you want to make a meaningful difference in the fight against human trafficking in Alberta through education and awareness?*** The Alberta Native Friendship Centres Association (ANFCA) is seeking a committed and enthusiastic Human Trafficking Awareness and Education Coordinator. In this vital role, the coordinator will facilitate community dialogues, develop and implement a culturally relevant educational curriculum for Indigenous parents, caregivers, men, and boys, as well as provide training for Friendship Centres. Your efforts will play a key role in equipping urban Indigenous communities with knowledge about the prevalence and complexity of human trafficking, with an emphasis on prevention and intervention.

**CANDIDATE PROFILE:**

The successful candidate will have the following:

- Post Secondary Degree in a related field.
- Demonstrated facilitation of community engagement and curriculum development (a minimum of five years; more is preferred); and experience having worked with Indigenous communities.

**KEY ACCOUNTABILITIES:**

- **Program Development and Implementation:**
  - Develop and deliver culturally appropriate training materials on human trafficking (HT) for Indigenous parents, caretakers, and men and boys and training for Friendship Centres.
  - Coordinate and facilitate community dialogues on community perspectives regarding awareness and education needs and promote prevention strategies.
  - Design and implement HT awareness campaigns utilizing diverse media and outreach strategies.
  - Establish relationships with Friendship Centres and relevant stakeholders.
- **Community Engagement:**
  - Develop and deliver community engagement and training through trauma-informed and culturally safe approaches.
  - Conduct activities to raise awareness.
- **Training and Education:**
  - Provide education on the legal framework surrounding human trafficking and the rights of survivors in Alberta.
  - Train Friendship Centre staff to deliver educational curriculum to community.
- **Data Collection and Reporting:**
  - Collect and analyze data on training participation and education effectiveness.
  - Prepare reports and presentations on program activities and outcomes.
  - Contribute to the development of program evaluation tools.
- **Other Duties:**
  - Any other duties as assigned by the supervisor.

**CORE COMPETENCIES AND ATTRIBUTES:**

- Software Usage Proficiency: Intermediate to advanced Microsoft Office capability including Teams and digital meeting platforms.
- Sector Knowledge an Asset: Familiarity with the issues of human trafficking, Indigenous communities and Indigenous knowledge exchange is considered an asset.
- Demonstrated understanding of the unique challenges faced by Indigenous communities in relation to human trafficking.
- Experience developing curriculum and delivering training programs.
- Excellent community engagement, presentation and facilitation skills.
- Knowledge of trauma-informed and culturally sensitive approaches.
- Organizational and Project Management Skills: Has strong organization and process skills; meets deadlines; is able to prioritize a diverse workload and manage multiple activities at once; has keen attention to detail, accuracy and quality.
- Self-motivated and collaborative: Capable of demonstrating independence and positive team collaboration.
- Communication Skills: An excellent communicator with strong written and verbal skills.



- Analytical and Decision-Making Skills: Strong conceptual and analytical skills, with the ability to recognize as well as assess emerging issues and situations objectively, think creatively outside the box, and make sound decisions; is decisive and accountable.
- Interpersonal and Relationship Building Skills: Approachable, with the ability to build trust and respect, cultivate strong positive relationships with a variety of stakeholders including member Friendship Centres.
- Demonstrated commitment of understanding of both the Friendship Centre Movement and the rich and diverse Indigenous cultures that are present in Alberta.
- Strong knowledge of Indigenous cultures, traditions, and protocols.
- Ability to travel.

**COMPENSATION:**

The compensation for this position will be competitive and commensurate with experience, aligning with the Alberta Native Friendship Centres Association's commitment to attracting passionate and skilled individuals. Specific details regarding salary and benefits can be discussed during the hiring process.

**TO APPLY:**

Please submit your resume and cover letter to [contact@anfca.com](mailto:contact@anfca.com) with 'Human Trafficking Awareness/Education Coordinator' in the subject line. In your cover letter, please clearly demonstrate your understanding of the issues surrounding Indigenous human trafficking and your qualifications for this position.

**Please note:** Due to the sensitive nature of this work and as an employee of ANFCA, the successful candidate will be required to undergo a criminal record check and vulnerable sector screening. This job entails working with subject matter and survivors of sexual exploitation, human trafficking, and gender-based violence.

***ANFCA is an equal opportunity employer and encourages applications from all qualified individuals.***

***We are committed to creating a diverse and inclusive workplace.*** ANFCA is committed to having a team that reflects the communities in which we and our member Friendship Centres live and work. As an Indigenous organization, we focus our efforts on recognizing the diverse talents that will drive our organization forward and we respect and value the broadest range of experiences, genders, ethnicities, and perspectives as key elements of our culture.

**APPLICATION DEADLINE:** This opportunity will remain open until a suitable candidate is found.