

Title:	Northern Coordinator
Responsible to:	Northern Program Manager
Supervises:	Youth Harvesters
Classification:	Tier 2: \$24 - \$27 / hour at 37.5 hours a week (\$46,800 – \$52,650 per year).
Status:	Full-time, permanent
Working Conditions:	Sedentary, Travel to regions with limited amenities
Location:	Winnipeg-based, Hybrid*
Application Deadline:	12:00 pm, Tuesday August 5, 2025

Preference will be given to candidates who are Indigenous (First Nations, Inuit, Metis).
 Applicants are encouraged to self-identify.

About Us:

Food Matters Manitoba (FMM) is an Indigenous community-led organization that is addressing the multiple root causes of food insecurity in Manitoba through collaboration to co-create systemic change. FMM is guided by the imperative to reclaim, revive, and rebuild Indigenous food sovereignty through re-igniting the inherent Indigenous spiritual, physical, social, ecological, and economic connections to the land. FMM works through building relationships based on mutual respect and trust through such ways as face-to-face conversation, sharing experiences on the land, sharing meals, and connecting through ceremony. FMM focuses on long-term strategies that support and prioritize Indigenous self-determination and control over household and community food systems.

The vision and ideas for action come from Indigenous Harvesters and Indigenous Youth Harvesters, and other community partners. The FMM staff team walk alongside these partners to support the successful realization of their food system initiatives. We work to enhance food security through education, training, mentorship, and positive relationships. We prioritize people over projects, mentorship over workshops, and employment over volunteerism – offering both immediate and long-term support to 13 partner communities in Northern Manitoba.

Role Summary:

Under the direction of the Northern Program Manager, the Northern Coordinator is responsible for supporting and coordinating, in relationship with the Northern team and Indigenous partners and communities, the co-creation, delivery, and impact of Indigenous community-led, youth-focused initiatives and experiences that center land-based learning, mentorship, and community well-being.

The Northern Coordinator is guided by a strengths-based, inclusive, anti-racist, anti-oppressive approach that supports self-determination. The role includes developing and maintaining respectful and collaborative relationships with Indigenous and non-Indigenous partners working towards the realization of Indigenous food sovereignty, and the advancement of reconciliation based on the fundamentals of the Truth and Reconciliation Commission recommendations and the principles of the United Nations Declaration on the Rights of Indigenous Peoples.

Main Responsibilities:

We are seeking a candidate who is passionate, positive, capable, and committed to advancing food security through Indigenous food sovereignty in Northern Manitoba to:

Support Youth and Community Harvesters (50%):

- Work with youth harvesters to:
 - Share social media, activities, and knowledge.
 - Create skill building and growth opportunities.
 - Coordinate small events and tools for youth connection.
 - Provide administrative support.
- Work with community harvesters to:
 - Share media, activities, knowledge.
 - Provide administrative support.

Support community food system initiatives (50%):

- Support community food system initiatives and coordinate program activities.
- Coordinate purchasing and shipping of materials to communities (winter roads program).
- Refine program and resource delivery systems.
- Nurture and establish strong relationships with Northern staff and partners to enhance program implementation.
- Develop new partnerships with communities and northern stakeholders.
- Connect with partners to coordinate program logistics and facilitate participation in Food Matters Manitoba's programming, events, and evaluation, learning, and impact storytelling sharing.

Additional Responsibilities:

- Contribute to knowledge sharing activities both within Food Matters Manitoba and within and between communities.
- Identify opportunities for collaboration with other staff and programs at Food Matters Manitoba.
- Contribute to grant applications, progress reports, and impact storytelling.
- Maintain files and records in accordance with Food Matters Manitoba's policies.
- Assist with other projects and tasks, as requested.
- Participate in Food Matters Manitoba staff working groups and staff meetings.

Core Knowledge, Skills, and Abilities:

- Lived experience with and in Indigenous communities strongly preferred.

- A fundamental understanding of current issues and challenges facing northern Manitoba Indigenous communities.
- Demonstrated ability to build strong interpersonal relationships at all levels of an organization.
- Strong knowledge and a demonstrated commitment to Indigenous rights and food sovereignty.
- Knowledge of Indigenous life ways and worldviews, language, and culture, and history within Canada.
- Strong ability to work collaboratively and respectfully with Indigenous peoples and build relationships with Indigenous communities and organizations
- Committed to Decolonization and Anti-Racism, Diversity, Equity, and Inclusion and working with a diverse Food Matters Manitoba staff team.
- Strong computer skills in the use of various software applications – Office 365, SharePoint, One Drive, Teams, Zoom, and other social media and online platforms.
- Ability to work collaboratively and respectfully in cross-cultural, anti-racist and anti-oppression frameworks.
- Effective communication skills to collaborate with youth, Elders, Harvesters, and other community-members.
- Strong organizational, planning, administration, and time management skills.

Other Qualifications:

- Post-secondary education in Indigenous studies or land-based learning, community development, or a related field or equivalent work experience.
- 2-4 years of experience in coordinating community programs.
- Lived experience in traditional harvesting, food production, agriculture, or food systems.
- Skills, knowledge, and experience in long-term food security and/or food system programs.
- Professional, punctual, and reliable.
- Functional knowledge of an Indigenous language considered an asset.

Working Conditions:

Work is performed in office, community, and land-based settings. May require flexible hours and regular travel to rural and remote communities. Must be adaptable and committed to relational, inclusive work environments.

Equity, Diversity, and Inclusion:

Food Matters Manitoba is committed to equitable, inclusive, accessible, and barrier-free employment practices, and to creating a workplace that reflects and supports the diversity of the communities we serve. We encourage and welcome applications from qualified applicants including Indigenous Peoples, members of racialized groups, women, persons with disabilities, and persons of any sexual orientation or gender identity. Please let us know if you require accommodation and we will work with you to ensure a barrier-free hiring process.

Please note that our offices are currently located in a split-level building with no mobility lift or ramp. Located at 422 Notre Dame Avenue, Winnipeg, MB, R3B 1R1.

For this role, we are looking for a candidate with strong connections to Northern Manitoba Indigenous communities. Preference will be given to candidates of Indigenous Ancestry (First Nation, Inuit, or Metis). We encourage all First Nations, Inuit, or Metis peoples to self-identify in their applications.

Application Procedure:

Application Deadline: 12:00 p.m. CDT on Tuesday August 5, 2025

Remuneration: Tier 2 - \$24 - \$27 / hour at 37.5 hours a week (\$46,800 – \$52,650 per year).

Expectations: Flexible work environment (hybrid, in person). Expectations of 1 in-person office day a week on Wednesday. Expectation to participate in bi-weekly, in-person staff team meetings at the office on Wednesdays. Expectation to participate in weekly (virtual or in-person) team check ins on Monday morning and check outs on Friday morning.

To apply: Submit your resume and cover letter by email to info@foodmattersmanitoba.ca with “Northern Coordinator Application” in the subject heading. Applications will be accepted until the deadline only.

No phone calls please. We thank all applicants for their interest; however, only those who are selected for an interview will be contacted.

For more information on Food Matters Manitoba visit: <https://foodmattersmanitoba.ca>