



EXPRESSION OF INTEREST

Role:

Facilitator of the Circle Facilitator Training Course (Intermediate) within the C/TFN Peacemaking Circle Program.

Background Information:

The Carcross/Tagish First Nation (C/TFN) is seeking expressions of interest from anyone interested in becoming the Facilitator of the next Course being offered in the Peacemaking Circle Program.

This next Course will be open to graduates of the Foundations Course, and will focus on *helping participants gain the knowledge and ability to effectively prepare for, facilitate and follow-up on a Talking Circle process*. This will require the ability to co-create a safe space for communication while honouring everyone's past experiences of violence and oppression. The ability to prepare for and facilitate a Talking Circle, in an environment of considerable intergenerational trauma, will provide participants a solid foundation for further training and practice in other types of Circles.

It is anticipated that additional future courses will focus on peacemaking circles, family healing circles, and circles used for decision-making and governance.

Below you will find a description of the responsibilities of the Course Facilitator in preparing for the Course, facilitating the Course, and providing strengths-based feedback to participants and the Peacemaking Task Group.

Who is Encouraged to Express Interest:

Everyone is encouraged to express interest. In selecting a Course Facilitator, preference will be given to C/TFN citizens who reside within or near the C/TFN Traditional Territory. The person who takes on the role of Course Facilitator is *not* expected to be an expert in *all* aspects of the content of the Course. Their main role will be to facilitate the group through a collective learning process, and will have the support to call on Elders and other subject-area experts to participate as guest speakers.



Main Responsibilities of the Course Facilitator:

- The title of the Course being offered is the *Circle Facilitator Training Course (Intermediate Level)*.
- Using the Course Curriculum provided by C/TFN, prepare facilitation plans for each day of the Course.
- Prepare a list of invited guest speakers (including Elders) to join in the delivery of the Course when needed and appropriate.
 - C/TFN will issue the invitations to invited guest speakers, and pay their fees directly to them.
- Participate in the Orientation Day and Final Presentation Day for the Course.
- Lead the Facilitation process for each day of the Course, arriving at 8:00am every morning, beginning the Course at 8:30am and finishing at 4:00pm.
- The C/TFN Peacemaking Program Coordinator will take the overall lead in recording the participation of participants in the Course (attendance at Course days and completion of the practice component).
- The Course Facilitator will collect and provide to the Program Coordinator any information needed to track participation in the Course.
- With the Program Coordinator, prepare a strengths-based feedback report to be provided to each participant in the middle and at the end of the Course.
- Be available to participants at scheduled times throughout the Course to provide guidance, mentorship and support.
- Prepare a feedback document for C/TFN on the Curriculum after the Course is completed, communicating how the actual Course varied from the Curriculum and providing suggested changes.

Expected Amount of Work and Timeline:

It is anticipated that the Course will require 7 to 9 days of work per month over a 5-month period, for a total of between 35 and 45 days of work. It is anticipated that Course preparation and delivery will take place between October 2020 and February 2021. The precise number of days of work and schedule will be negotiated with whomever is selected to become the Course Facilitator.



Compensation:

The Course Facilitator will be compensated at a rate of \$125 per hour or \$1,000 per day (not including GST and expenses).

How to Express Interest:

If you are interested in pursuing a role as Course Facilitator please send a cover letter explaining who you are and why you are interested, along with your resume. Please submit your letter and resume to Dina Delaronde, Coordinator, Peacemaking Circle Training Program by email at dina.delaronde@ctfn.ca. If you would like to drop off your documents in person or get further information, you can call Dina at (867) 821-4251 Ext 8223.

In your letter, please indicate if your preference is to Facilitate the Course by yourself, or if you would prefer to have a Co-Facilitator. If you have a Co-Facilitator in mind who is interested in participating, please provide their resume as well.

Due Date:

Please submit your Expression of Interest no later than 4:30pm on Monday August 3, 2020. Thank you!