



**Piapot
First Nation**

General Delivery
Zehner, SK S0G 5K0
Ph: 306.781.4848
Fax. 306. 781-4853
piapotnation.com

Family Shelter Group Program Coordinator

Piapot Family Shelter Inc. is seeking an enthusiastic, creative, and community-minded professional to join our founding team as a Group Program Coordinator.

Located on Piapot First Nation, Piapot Family Shelter Inc. is a newly established emergency shelter that provides a safe, supportive, trauma-informed, and culturally grounded environment for individuals and families experiencing violence.

The shelter is committed to promoting safety, healing, empowerment, cultural connection, and long-term wellbeing. Through individualized support, meaningful programming, community partnerships, and culturally responsive services, the shelter works alongside residents as they move toward safety, stability, healing, and self-determination.

As a member of the founding shelter team, the Group Program Coordinator will play a key role in creating opportunities for healing, learning, connection, and personal growth. This position is ideal for an individual who enjoys working directly with people, building community partnerships, and creating engaging programming that helps individuals develop confidence, skills, and independence.

Why Join Our Team?

Joining Piapot Family Shelter Inc. means becoming part of a team committed to supporting individuals and families while helping build a new organization from the ground up.

As a member of our founding team, you will have the opportunity to:

- Help design and build innovative shelter programming
- Make a meaningful difference in the lives of individuals and families
- Develop community partnerships and collaborative initiatives
- Support healing, empowerment, and personal growth
- Work within a supportive, collaborative, and trauma-informed environment
- Participate in ongoing training, mentorship, and professional development
- Contribute to a culturally grounded and community-focused organization

Position Summary

The Group Program Coordinator is responsible for the development, coordination, implementation, and evaluation of group-based programming for individuals and families accessing services through Piapot Family Shelter Inc.

Working within a trauma-informed, client-centred, and strengths-based framework, the Group Program Coordinator develops and facilitates programming that promotes healing, empowerment, life skills development, healthy relationships, parenting skills, education, wellness, and overall wellbeing.



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The Group Program Coordinator works closely with shelter residents, Support Workers, the Children's Coordinator, the Cultural Coordinator, community organizations, guest facilitators, and service providers to ensure programming responds to the diverse needs and goals of individuals and families accessing shelter services.

The position plays a critical role in creating a safe, welcoming, and healing environment where residents are supported to build confidence, strengthen protective factors, increase independence, and work toward their personal goals.

Key Responsibilities

Program Development and Planning

- Develop, coordinate, and facilitate group programming for residents of the shelter.
- Conduct informal assessments of participant interests, strengths, and programming needs.
- Develop annual, quarterly, monthly, and weekly programming plans.
- Ensure programming reflects the needs and priorities of shelter residents.
- Adapt programming to accommodate varying abilities, interests, and learning styles.
- Identify opportunities to expand and enhance programming over time.

Group Facilitation and Program Delivery

- Facilitate educational, life skills, wellness, parenting, healthy relationship, and empowerment-based programming.
- Lead structured workshops, support groups, discussions, and learning activities.
- Coordinate recreational and community-building activities.
- Foster participation, engagement, and inclusion within group settings.
- Create safe, respectful, and welcoming learning environments.
- Utilize trauma-informed approaches when facilitating groups and responding to participant needs.

Community Partnerships and Guest Facilitators

- Develop and maintain positive relationships with community organizations and service providers.
- Coordinate guest speakers, facilitators, and external partners.
- Identify opportunities for collaborative programming initiatives.
- Promote community engagement and access to resources.
- Support residents in connecting with opportunities beyond the shelter.

Program Coordination and Administration

- Maintain a comprehensive shelter programming calendar.
- Coordinate program space, materials, supplies, transportation needs, and participant supports.
- Ensure resources are available for successful program delivery.
- Monitor participation levels and adjust programming as required.



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- Support special events and community initiatives.

Documentation, Reporting, and Evaluation

- Maintain attendance records and program documentation.
- Collect participant feedback and satisfaction information.
- Track participation, engagement, and program outcomes.
- Prepare monthly program reports and summaries.
- Contribute information required for organizational reporting and funder requirements.
- Assist in evaluating program effectiveness and identifying opportunities for improvement.

Collaboration and Teamwork

- Work collaboratively with Support Workers, the Children's Coordinator, Cultural Coordinator, and Executive Director.
- Participate in team meetings, case consultations, supervision, and training opportunities.
- Support integrated service delivery and coordinated resident support.
- Contribute to a positive, respectful, and collaborative workplace culture.

Qualifications

- Diploma or degree in Social Work, Human Services, Education, Community Development, Psychology, or a related field.
- Experience facilitating groups, workshops, educational programming, or community-based activities.
- Knowledge of trauma-informed and strengths-based practice.
- Experience working with individuals and families impacted by violence, trauma, homelessness, or other complex challenges.
- Strong facilitation, planning, organizational, and relationship-building skills.
- Ability to work independently and collaboratively within a multidisciplinary team.
- Valid Class 5 Driver's Licence and reliable transportation.
- Criminal Record Check and Vulnerable Sector Check required.

Employment Status

Full-Time Position

Work schedule will be determined in consultation with the successful applicant based on shelter programming needs and operational requirements.

Compensation

Starting wage: **\$23.00–\$25.00 per hour**, based on qualifications and experience.



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Benefits and pension plan available for full-time positions, as well as training, mentorship, and professional development opportunities.

How to Apply

Please submit your cover letter and resume to:

bodpfs@gmail.com

Closing Date: **July 8, 2026**

We thank all those that apply, however, only those that are selected for an interview will be contacted. Piapot First Nation relies on The Saskatchewan Human Rights Code to give preference in employment; therefore, please indicate your status on the cover letter.