



2-SPIRITED PEOPLE OF THE 1st NATIONS

FULL TIME EMPLOYMENT OPPORTUNITY

2-Spirited People of the 1st Nations provides prevention, education, and support for Two-spirit, including First Nations, Métis and Inuit people living with or at risk for HIV and related co-infections in the Greater Toronto Area. We base our work on Indigenous philosophies of wholistic health and wellness. Our future shows a strong, healthy, and independent Two-spirit community in Toronto where HIV infections are rare and Two-spirit people live with pride in their Indigenous heritage.

2-Spirit Volunteer Coordinator Relief Worker 3 MONTH CONTRACT

Position: Volunteer Coordinator Relief Worker

Status: 35 Hours Weekly, Month Contract

Salary: \$27.47/hour, Benefits included

Date Posted: November 13, 2025

Closing Date: November 27, 2025

Position Description:

Reporting to the Senior Supervisor of Wellness, the Relief Worker is responsible for utilizing traditional approaches to build capacity and community among Indigenous community members. This includes developing and participating in sexual health outreach programs, recruiting and coordinating volunteers and volunteer activities.

Essential Duties and Responsibilities:

- Embody anti-racist, anti-oppressive, equity-seeking practice in all aspects of work, including with participants, community members, committee members, 2-Spirits staff, stakeholders, networks, and others.
- The position requires respect for, and expertise working with people who face barriers to housing, and/or who experience one or many of the following: mental and physical health challenges, substance use, trauma, social isolation, immigration, unemployment /underemployment, and history with the criminal justice system.
- The position requires someone who has demonstrated experience and skills being personable, dynamic, and creative in their work with community members, co-workers, supervisors, and external stakeholders.
- Create or find resources for Indigenous 2-Spirited LGBTQIA.
- Provide hands-on support to the outreach team and positive living program.
- Support and/or develop outreach materials (posters, digital campaigns, etc).
- Develop and implement effective strategies to recruit volunteers with the right skills.

- Developing and implementing activities which would heighten community awareness of the need for volunteers and members, and/or to increase community interest in volunteering or joining the organization.
- Developing and maintaining relationships with the community for the purposes of promoting 2-Spirited People of the 1st Nations and its programs, encouraging greater volunteer participation.
- Screening and interviewing volunteer applicants, conducting orientation of new volunteers, and implementing or ensuring the implementation of orientation and training programs for volunteers.
- Orient volunteers to increase their understanding of 2-Spirited People of the 1st Nations, our community members, our services and the role and responsibilities of volunteers.
- Communicate frequently with volunteers to ensure they are satisfied and well-placed.
- Conduct ongoing evaluation of the programs and services delivered by volunteers and implement improvements as necessary.
- Attempting to match volunteer skills and interests with the tasks assigned; ensuring that volunteers are allowed to participate in meaningful activities.
- Maintaining complete and accurate lists of 2-Spirited People of the 1st Nations' volunteers and updating as needed.
- Report engagement statistics and data entry regarding various facets of the programming.
- Report weekly to the Senior Supervisor of Wellness about progress, related issues, needs and deadlines.
- Other duties as required.

Qualifications:

- Extensive experience working with Indigenous populations and a broad familiarity with Indigenous cultural and 2SLGBTQ+ perspectives across Ontario.
- Embody anti-racist, anti-oppressive, and equity-seeking practices in all aspects of work.
- Expertise working with individuals who face barriers to housing, mental and physical health challenges, substance use, trauma, social isolation, immigration, unemployment/underemployment, and those with histories involving the criminal justice system.
- Good knowledge of STBBIs and HIV, with prior experience working with Indigenous community members living with HIV.
- Excellent time management skills, with the ability to manage multiple tasks effectively.
- Ability to work independently and collaboratively within a team setting.
- Capacity to accept feedback, take initiative, and work independently in a culturally diverse environment.
- Excellent interpersonal skills to work with a diverse community.
- Experience on an interdisciplinary team and with multicultural environments is an asset.
- Sufficient education and technical expertise to comprehend written and oral instructions to accomplish educational tasks and to document accomplished tasks.
- Must have proven demonstration of understanding the range of issues facing Indigenous people in Ontario.
- Fluent in English; fluency in an Indigenous language and/or French is an asset.
- Full-time availability to work from the office Monday to Friday and available to work on evenings and weekends if needed.
- Proficient with Microsoft Office and Zoom

To be considered for this position, you must be passionate about the work we do, and share our organizational values. Please submit your resume and cover letter saved in the following format: firstname.lastname (i.e. John.Smith) to Human Resources at hr@2spirits.org with **ATTN: Volunteer Coordinator Relief Worker** in the subject line of your email by the closing date.

2-Spirited People of the 1st Nations is an equal opportunity employer, we are an organization that values lived experience and considers it as equal value to education. **Indigenous people including Metis and Inuit, Two-Spirit people, Trans Folks, and/or a person living with HIV or AIDS and people with a past criminal record are encouraged to apply.** If you are contacted for an interview and require accommodation appropriate arrangements will be made to assist you through this process. We thank all applicants in advance for their interest; however, only those selected for an interview will be contacted.

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Request for accommodations will be supported throughout the recruitment process. No telephone inquiries, only candidates chosen for an interview will be contacted.