



Centre de Justice
des Premiers Peuples
de Tiohtià:ke / Montréal
First Peoples Justice Center
of Tiohtià:ke / Montréal

Transition Coordinator

The First Peoples Justice Center of Tiohtià:ke / Montreal (FPJCTM) is a young, specialized, and vibrant organization that works in partnership with the Indigenous community and the justice system in Tiohtià:ke / Montreal to support, inform, and empower Indigenous persons in addressing their justice issues. The FPJCTM also aims to indigenize the justice system, including educating key players and creating culturally safe processes.

One of our programs is to support Indigenous individuals who are involved in the carceral system reintegrating the Tiohtià:ke/Montreal community. The FPJCTM is looking to grow our Transition Program with an additional Transition Coordinator to support Indigenous women. The position requires strong intervention skills based in a trauma-informed approach and experience collaborating with institutional partners.

Duties and responsibilities

- Support Indigenous individuals who have been released from the carceral system and are seeking services to support a successful reintegration;
- Provide in-person supports to those who have already reintegrated in Tiohtià:ke / Montreal and are seeking additional assistance to transition from support services to full independent living;
- Collaborate with personnel from the Correctional Service Canada (CSC) to assist in providing culturally based services tailored to the needs of Indigenous Offenders who are applying for their Section 84;
- Provide information sessions on available transition programming to the FPJCTM's partners and clients transitioning from the prisons or halfway houses into Tiohtià:ke;
- Facilitate group programming from in Provincial or Federal prisons including land-based activities;
- Work with community partners and community members to create links and networks;
- Participate in meetings, strategic planning or committees related to the program;
- Provide training to correctional actors and/or resources working within the Indigenous justice sector.
- Maintain files, database, and write reports as needed.
- Work independently and in a team setting;



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Qualifications, knowledge and experience:

- University degree in social sciences, a related field or five years of work experience in a similar role;
- Strong knowledge of urban Indigenous issues and the effects of intergenerational trauma;
- Experience working with clientele who have experiences of incarceration and/or trauma;
- Knowledge of the correctional system in Canada;
- Effective in program delivery and administration;
- A caring, supportive and engaging approach to the experiences of others;
- Good planning and organizational skills;
- Experience in case management and intervention;
- Ability to maintain confidentiality and handle delicate personal information with respect;
- Collaborative in working with others;
- Proficiency in Google suite, standard software applications, and video conferencing platforms.

Language:

- A very effective communicator in French, English and;
- An Indigenous language would be considered a great asset.

Job Type:

This position is full-time at 37.5 hours per week, Monday through Friday in office. Hours may vary based on organizational needs.

Salary and Benefits:

- Competitive salary and benefits, including wellness days and health benefits;
- Compensation based on FPJCTM salary scale
- Starting salary for this position is 35.00 \$/hrs
- Start date by April 2026, the posting will remain open until the position is filled.

How to Apply:

Interested persons are invited to submit their resume and a letter outlining their motivation and qualifications for this position to: ellen.filippelli@justicemontreal.ca.

Please note that only qualified candidates will be selected for an interview and references will only be contacted with candidates consent. The successful candidate will be subject to passing a criminal background check prior to commencing duties.

*****Priority will be given to Indigenous candidates. For this reason, we strongly encourage you to identify if you are First Nations, Inuit or Métis.***