



IRCOM House Ellen
95 Ellen Street
Winnipeg, MB R3A 1S8

IRCOM House Isabel
215 Isabel Street
Winnipeg, MB R3A 1R5

P: 204.943.8765
F: 204.943.4810

www.ircom.ca
info@ircom.ca

COMMON GROUND PROGRAM COORDINATOR

**Full Time (37.5 hours/week), Term Position (ending March 31, 2027, with possibility of extension)
Wage: \$24.63/hour (unionized position)**

IRCOM is excited to welcome a new team member to lead our Common Ground Program. This program brings Indigenous and newcomer community members together to build understanding, relationships, and shared belonging.

This role is well-suited to an **Indigenous community member** who wants to support connection, reconciliation, and community-led learning in Winnipeg's Central Neighbourhoods.

About IRCOM

The Immigrant and Refugee Community Organization of Manitoba (IRCOM) supports newcomer families as they build new lives in Winnipeg. We are an inner-city organization committed to **Truth and Reconciliation**, staff wellness, and inclusive community development.

About the Role

As the Common Ground Program Coordinator, you will plan and lead activities that build meaningful connections between Indigenous and newcomer community members.

You will bring Indigenous perspectives into program design and delivery, work closely with community partners, and create welcoming spaces where people can learn from one another. You will also work closely with our newcomer participants to learn and integrate their perspectives on building bridges and the commonalities that exist across communities.

You'll be supported by the Program Manager and work alongside a passionate, collaborative staff team.

What You Will Do

In this role, you will:

- Plan and lead Common Ground programs, gatherings, and events at IRCOM and in the community, with a focus on building-bridges
- Build respectful relationships with Indigenous community members, Elders, Knowledge Keepers, and partner organizations
- Support newcomers and Indigenous participants to feel welcome, respected, and engaged
- Act as a bridge between Indigenous and newcomer perspectives in a thoughtful, culturally grounded way
- Help share information, resources, and learning across IRCOM programs
- Track program activities, gather feedback, and meet funder reporting requirements
- Contribute ideas that strengthen and grow the program over time
- Coordinate partnership events with other organizations
- Communicate comfortably in both one-on-one and group settings, helping participants feel at ease and informed
- Engage in 'brave conversations' with participants who may hold misconceptions or limited knowledge about Indigenous histories and strengths, addressing harmful comments with patience, clarity, and a commitment to education.

What We Are Looking For

You may be a great fit for this role if:

- You are committed to Truth and Reconciliation and Indigenous led ways of knowing and doing
- You have strong connections to Indigenous communities and understand Indigenous worldviews, histories, and protocols
- You have experience coordinating community based programs and events
- You enjoy bringing people together and supporting relationship building
- You communicate clearly and thoughtfully, both in conversation and in writing
- You are organized, reliable, and comfortable keeping records and basic reports
- You have a positive and respectful approach to working with newcomers to Canada

- Lived experience, community knowledge, and relationships are highly valued in this role

What You Need to Know

- **Work Location:** IRCOM sites at 95 Ellen Street and 215 Isabel Street, Winnipeg. This is in-person work only with regular duties carried out in the community.
- **Schedule:** Primary weekdays, with some evenings and occasional weekends (time is flexed or banked)
- **Employment Requirements:** Criminal Record Check and Child Abuse Registry Check upon hire

What We Offer

- A warm, supportive, and collaborative work environment
- An organization deeply committed to equity, inclusion, and reconciliation
- A diverse staff team passionate about community and belonging
- Professional development opportunities
- Paid sick days and a family friendly workplace
- The opportunity to make a meaningful difference every day

How to Apply

IRCOM is committed to inclusion and equity. We strongly encourage Indigenous applicants and others from communities that are underrepresented in the non-profit sector to apply.

Please send a **resume and cover letter** to hr@ircom.ca, sharing how your experience and lived knowledge connect to this role.

Applications will be reviewed starting **March 13, 2026** and will continue until the position is filled.

If you require accommodations at any stage of the hiring process, please let us know as we are happy to work with you.