



# Makwa Dodem Alberta Outreach Coordinator | Job Description

**Reports to:** Makwa Dodem Program Manager

**Employment Type:** Part-time Contract (approx. 25 hours/week to start, with potential to increase as community partner portfolio grows)

**Location:** Calgary, AB, regular travel across Alberta required, with occasional national travel.

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## About Ally Global Foundation

At Ally, we protect childhood.

Every day, in every country, sex traffickers find new ways to exploit people, on screens and in person.

One in three victims is a child.

When sex trafficking and exploitation try to take childhood away, we rally everyone, and everything needed to protect it.

Whether it's research, prevention, aftercare or education—around the world or around the corner—we do whatever it takes, for as long as it takes.

Because every child deserves a childhood.

And every childhood deserves an ally.

Learn more: [ally.org](http://ally.org)

### What We Value

- Proximity: Step into hard places; understanding grows when we choose to be present.
- Resolve: Push forward with purpose; opposition is expected, but so is progress.
- Optimism: Turn hope into action, it lifts even the heaviest moments.
- Teamwork: Take responsibility, trust the team because we make more possible together.
- Excellence: Bring your best; it's how you show respect and care for others.
- Creativity: See possibilities where others see limits, imagination sparks change.
- Thankfulness: Lead with gratitude, it fuels generosity and thoughtful action.





## Job Summary

As the Alberta Outreach Coordinator for Makwa Dodem you will lead the expansion and delivery of our community-led prevention programming across Alberta. You'll be the primary point of contact for Indigenous partner communities —building trust, facilitating discussions, and coordinating delivery of prevention training workshops both in person and online.

You're relational, culturally rooted, and confident in engaging with Indigenous Elders, youth, service providers, and leaders. You understand that deep listening, cultural protocol, and consistent presence are essential for building trust.

You bring integrity, care, and creativity to everything you do, from delivering trauma-informed programming to supporting community vision. You know that ethical storytelling matters, and that every conversation and resource must honour survivors.

You're grounded in an understanding of how colonization has shaped the realities of trafficking in Canada. And you believe that real solutions come from within communities—led by their strengths, their timelines, and their wisdom.

You'll work collaboratively with the Ally team to ensure our prevention programming remains responsive, ethical, and deeply respectful of each community's unique context.

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## Responsibilities & Duties

### What You'll do

#### Community Relationship-Building

- Build and maintain trust-based relationships with Indigenous communities across Alberta, serving as the primary point of contact throughout each stage of partnership.
- Initiate contact with new communities and guide them through the full arc of partnership. From relationship-building and insight-gathering to training, implementation, and long-term support.
- Maintain consistent communication with community leaders, Elders, service providers, and other key contacts, ensuring proper protocol and cultural respect are upheld.

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- Coordinate and facilitate in-person and virtual meetings, community visits, and follow-ups to move partnerships forward at a pace that honours each community's timeline.
- Ensure proper protocol and relational accountability in all communications and visits with communities.
- Represent Makwa Dodem at community meetings, local events, and awareness conferences.

#### **Program Delivery & Partnership Development**

- Collaborate with the Makwa Dodem Program Manager and the Makwa Dodem Outreach Coordinator to organize and deliver community prevention trainings and community discussions in a culturally grounded, strengths-based, and trauma-informed manner.
- Facilitate conversations that guide the co-creation and customization of Makwa Dodem programming in each community.
- Collaborate with the Program Manager to support community-led initiatives following training, customizing materials and approaches to reflect each community's values and priorities.
- Support communities in identifying funding opportunities that could sustain or grow their prevention efforts locally.

#### **Evaluation & Documentation**

- Track key activities, outcomes, and insights in each partnership using project tracking tools and evaluation forms.
- Record and report both quantitative and qualitative impact data, including participant numbers, community feedback, and progress notes, to inform ongoing learning and reporting.
- Contribute to internal learning and reflection by documenting challenges, successes, and emerging needs across communities.

#### **Awareness & Education**

- Help amplify Indigenous perspectives on preventing sexual exploitation and the impacts of colonization at events, presentations, and gatherings.
- Attend and contribute to team discussions on decolonization, anti-trafficking strategies, and trauma-informed care.



## Qualifications & Skills

### Required

- 2+ years of experience in a related field (community development, education, social work, Indigenous governance, etc.)
- Post-secondary education in a relevant discipline (or 5+ years of experience)
- Demonstrated community involvement and strong knowledge of Indigenous cultures, communities, customs, practices, and communication styles
- Experience working in or alongside Indigenous communities in a culturally safe and respectful way
- Strong interpersonal and cross-cultural communication skills
- Experience delivering programs, workshops, or public-facing content
- Ability to organize and manage travel, scheduling, logistics related to meetings, community visits, and partnership activities.
- Familiarity with trauma-informed and strength-based approaches
- Alignment with ethical storytelling values
- Strong organizational skills and attention to detail
- Proficient in Google Suite (Docs, Sheets, Drive, etc.)

### Assets:

- Knowledge or experience related to trafficking prevention or survivor advocacy
- Experience with workshop facilitation or training delivery

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## Compensation & Benefits

### What You'll Get

- Compensation: \$24.50/hour
- Flexible Hours
- National travel opportunities

## Ready to apply?

Email your cover letter and resume to [jackie@ally.org](mailto:jackie@ally.org)

**Subject line:** Makwa Dodem Alberta Outreach Coordinator Application

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[Ally Global Foundation](http://AllyGlobalFoundation.org)

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