

CESD Placement Description Template

Shingwauk Residential Schools Centre, Algoma University, 1520 Queen St East, Sault Ste Marie ON, P6A 2G4, 705-949-2301 ext 4623, ShingwaukSG@algomau.ca	
Walking With Our Sisters Project Assistant	Date Submitted:
	Submitted by:

SUPERVISOR: Krista McCracken

TOTAL PLACEMENT HOURS: 70.5 hours

ORGANIZATION SUMMARY:

The Shingwauk Residential Schools Centre is a cross-cultural research and educational development project of Algoma University, the Children of Shingwauk Alumni Association, and the National Residential School Survivor Society. Shortly after the closure in 1970 of the Shingwauk Indian Residential School, and in the early years of Algoma University College's relocation to the present site, Residential School Survivors connected to the Shingwauk School, their families and communities, and their allies were catalysts in the growing Healing Movement, culminating in the introduction of the original Shingwauk Project in 1979 and the 1981 Shingwauk Reunion. From these watershed events began the decades-long work of collecting, organizing and displaying photographs and other Residential School materials, conducting research, and educating the public that led to the establishment of the Children of Shingwauk Alumni Association and the Shingwauk Project, now known as the Shingwauk Residential Schools Centre, respectively.

PROJECT SUMMARY:

- Assisting in the administration of the Walking With Our Sisters (WWOS) Sault Ste Marie project. WWOS is a commemorative art exhibit dedicated to honouring missing and murdered Indigenous Women in North America. The large collaborative art installation is coming to Sault Ste Marie in May 2014.

ANTICIPATED OUTCOMES:

- Increased community awareness and understanding of WWOS and the issue of missing and murdered Indigenous women.
- Engagement of community groups, schools, and other stakeholders in WWOS.

ANTICIPATED TASKS AND RESPONSIBILITIES:

Week	Summary of Tasks
Week 1	Event promotion, organization of community meeting, preparation of handouts and meeting material.
Week 2	Development of volunteer orientation programming, coordination of meetings, and general project administration.

ADDITIONAL PLACEMENT REQUIREMENTS:

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Date	Hours	Tasks
Monday April 14 th 2014	8 hrs	-Printing and distribution of posters. -Creating visiting school schedule and coordinating elders/ppl to work with youth.
Tuesday April 15 th , 2014	8 hrs	-WWOS Meeting 12-1:30pm -Creation of handouts for community conversation -Coordination of community conversation -Working with volunteer coordinators to help with contacting volunteers.
Wednesday April 16 th , 2014	10 hrs	-Possible community conversation in evening -Helping plan small feast for vamps arriving (working with Rebecca as lead on this)
Thursday April 17, 2014	8 hrs	
Friday April 17 th , 2014	0	Good Friday
Monday April 21 st , 2014	0	Easter Monday
Tuesday April 22, 2014	10 hrs	Working with volunteer coordinators to plan volunteer orientation. (Room booking, creating agenda and volunteer package. Arranging for Elders or Keepers to be at orientation). -Vamps arriving in evening. Helping with feast and welcoming -WWOS meeting noon to 1:30
Wednesday April 23, 2014	10 hrs	-Volunteer orientation (tonight or tomorrow) -Setup, contacting volunteers to remind them of orientation. -Creating volunteer sign-in sheet
Thursday April 24, 2014	8	
Friday April 25, 2017	7.5 hrs	
Total		

Task	Community Organizers (insert name & email/twitter)	WWOS Members
<p><u>Lead Organizers</u> Minimum 2 Lead Organizers who will keep track of everything and keep everything coordinated, but not take on additional roles</p>	<ol style="list-style-type: none"> Jonathan Dewar, jonathan.dewar@algomau.ca Krista McCracken, krista.mccracken@algomau.ca, @kristamccracken 	<ol style="list-style-type: none"> WWOS Lead Contact Person WWOS Lead Contact Person (back up)
<p><u>Elders</u> Minimum 1 grandmother who is kind, caring and gentle and has who can advise on traditional protocol. Other Elders welcome.</p>	<ol style="list-style-type: none"> Barb Nolan Brenda Powley Shirley Horn 	
<p><u>Keepers</u> Minimum 2 Co-Keepers (must be traditional Indigenous women)</p>	<ol style="list-style-type: none"> Rebecca Beaulne-Steubing, rebecca@shingwauk.ca, 705-257-6700 Dallas Abitong, 705-2607, dallas@shingwauk.ca Linda Audette, 705-255-7675, lindaaudettermt@hotmail.com 	<ol style="list-style-type: none"> Tanya Kappo: tanya@wwos.ca
<p><u>Finances</u> 2 Members on the Community Organizing Committee plus lead WWOS member</p>	<ol style="list-style-type: none"> Julliette Wemigwans, 705-971-5881, jmigwans@hotmail.com, Marlene Kwandibens, 705-750-2546, m/kwandibenz@hotmail.com 	<ol style="list-style-type: none"> WWOS Lead Contact Person
<p><u>Volunteers</u> Minimum 2 Community Members to organize and</p>	<ol style="list-style-type: none"> Joanne Robertson, 705-949-2301 ext 3151, Joanne.Robertson@algomau.ca Cheryl Suggashie, 705-987- 	

<p>be the coordinators. Plus one lead organizer</p>	<p>0268, sweetgrasskwe1@gmail.com</p>	
<p><u>Communications</u> 2 Community members dedicated to on-line/social media reporting, 1 Community member dedicated to Media relations, plus 1 lead organizer from the Community Organizing Committee, plus three WWOS communications team, plus 1 WWOS lead contact = the Media Communications team (please insert two social media people, one media relations, one lead organizers with emails and twitter accounts if applicable).</p>	<ol style="list-style-type: none"> 1. Amanda Jabbour, jabbouramanda_1@hotmail.com (twitter, FB, Instagram) 2. Joe Corbiere, josephcorbiere@shaw.ca (social media) 3. Jonathan Dewar, jonathan.dewar@algomau.ca (lead) 	<ol style="list-style-type: none"> 1. Tanya Kappo: (responsible for twitter & media relations tanya@wwos.ca & @WWOS1 2. Christi Belcourt: (responsible for website & shares main facebook page) wwos@live.ca 3. Erin Konsmo: (responsible for Youtube) erin@wwos.ca 4. WWOS Lead Contact Person working With Communities (helps ensure all upcoming events are relayed to the communications team)
<p><u>Youth Coordinator</u> Minimum 2 Youth Coordinators plus one WWOS member</p>	<ol style="list-style-type: none"> 1. 2. 	<ol style="list-style-type: none"> 1. Erin Konsmo: erin@wwos.ca
<p><u>Expanded Programming</u> Minimum 2 Community</p>	<ol style="list-style-type: none"> 1. Mitch Case (men's programming) mitch.case@hotmail.com 	<ol style="list-style-type: none"> 1. WWOS Lead Contact Person

<p>members plus WWOS lead & School group organizers.</p>	<p>2.</p>	
<p><u>Installation</u> – this doesn't require a position on the committee – however at least two months prior to install, photographs of the space and floorplans (if available) must be emailed to the WWOS intstall team and they should be put in contact with any curator or installation person to start creating the install design for the space.</p>	<p>(if applicable) enter the name and contact info for curator or installation person on staff at venue.</p>	<ol style="list-style-type: none"> 1. Sherry Farrell Racette – sherry@wwos.ca 2. Lisa Periard – lisa@wwos.ca 3. Christi Belcourt – wwos@live.ca

Walking With Our Sisters Core Committee Role Sign Up

Communications – Social Media

	Name	Email	Phone
1.			
2.			

Communications – Print Material

	Name	Email	Phone
1.			

Finances

	Name	Email	Phone
1.			
2.			

Volunteer Coordinators

	Name	Email	Phone
1.			
2.			

Youth Coordinator

	Name	Email	Phone
1.			