



## Employment Opportunity

### Wiidooktaadyang Coordinator

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Department: Giyak Moseng The Right Path – Family Wellbeing

Posting Date: Friday, February 23, 2024

Location: Nipissing First Nation, ON

Schedule: Standard Work Week

Job type: Fulltime/Permanent

Vacancies: 1

Reports To: Manager, The Family Wellbeing Program & Manager, The Right Path Program

Starting Salary: \$ 55,182.40

#### **What you'll do in the role**

- Provide/Support service navigation to individuals, families and groups (i.e., service providers)
- Provide home outreach services (home visits) as appropriate
- Support life skills training to community and coaching to those implicated in Wiidooktaadyang
- Provide person-centered, culturally based, instrumental and practical supports to NFN community members including appropriate interventions, referrals and follow-up, advocacy, and ongoing support as directed.
- Support clients through methods such as discussing, isolating, and assessing problems and developing, with the client, a flexible plan of action to ensure basic needs are met including housing, food, health, treatment, legal and financial issues, while encouraging self-sufficiency as much as possible.
- Support clients to establish and maintain independent, safe, and stable living by performing duties such as establishing appointments and providing transportation to/from destinations including treatment and office appointments.
- Assist with applying for and obtaining personal identification such as: birth certificates, health cards, status cards.
- Encourages and supports individuals to make healthy choices and practices through methods such as harm reduction.
- Using a variety of creative educational methods, provide one to one direction, designed to address life skills, employment, and personal development needs ex: cooking, budgeting, goal setting.
- Referring clients to external services as required as per NFN protocol agreements.
- Maintaining the records of all clients, and ensuring confidentiality
- Complete and submit administrative reports (leave forms, activity logs/calendars, monthly reports) in a timely manner
- Providing monthly reports on activities to the Family Well-Being Case Manager
- Maintaining and strengthening positive working relationships with other NFN services and supports and working collaboratively to support clients collectively.
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- Working collaboratively with all NFN staff to create and support NFN community events.
- Participate constructively as a team member in staff meetings, seminars and training sessions as required



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- Complete other job-related duties as assigned by the Family Well-Being Case Manager, The Right Path Program Manager or Director of Health Services, which are not outlined in the job description, but which are an important part of the agency's goals and/or program outcomes.
- Work collaboratively within a multi-disciplinary team in the process of assessment of client needs and the coordination of services

### **Just a few reasons to join Nipissing First Nation**

- Opportunity to work with a dynamic team with career growth across multiple departments
- Nipissing First Nation prides itself in providing its employees with job security, competitive wages and a safe working environment.
- On-the-job training to support your success in the role
- A defined contribution pension plan
- Comprehensive Health Plan including Medical, Dental, Vision, Life and Disability insurance
- Casual dress
- Better than average vacation and leave packages

### **What you bring to the table**

- Respect for Indigenous culture and willingness to learn Ojibwe
- Diploma in Indigenous or Alternative wellness program, Social Services Worker (SSW) or Addictions and Mental Health from a recognized post-secondary institution
- Minimum of 2 years relevant community-based work experience
- An updated Criminal/Records Check and Vulnerable Persons Check
- Proof of completion or willingness to obtain upon employment, the following: Applied Suicide Intervention Skills Training, Crisis Intervention Training, Naloxone Training, Privacy Training, Occupational Health and Safety Training, Workplace Hazardous Materials Information System (WHMIS), and First Aid and CPR with AED
- A valid Ontario Class "G" Driver's License and access to a reliable personal vehicle.
- Knowledge in areas of Indigenous social determinants of health, trauma, mental health issues, family violence, abuse, addictions, homelessness
- Knowledge of various interventions and promising practice approaches in addressing mental health, substance use and domestic violence
- Knowledge of addictions, trauma informed approaches, and harm reduction philosophy
- Knowledge of traditional approaches to wellness (i.e., land-based activities, etc.)
- Knowledge of trauma informed approaches to service delivery and program design
- Knowledge of service coordination and crisis management
- Experience working with Indigenous clients, families, and communities
- Familiarity with motivational interviewing
- Skills in advocacy
- Skills in program development that enhance existing life skills and promote wellness (cultural practices and activities of daily living)
- Excellent written and communication skills
- Excellent interpersonal skills, problem solving abilities and conflict resolution skills
- Excellent time management, organization, and administrative skills
- Ability to work within guidelines outlined under PHIPA



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- Ability to work flexible hours,
- Ability to act professionally and work with minimal supervision
- Ability to work as a multi-disciplinary team member.
- Proficient computer experience in Office 365
- Culturally safe application of knowledge, skills and abilities demonstrating wise practice
- Other duties as assigned by your manager

### **Application Deadlines:**

Nipissing First Nation adheres to the following process for our recruitment practices.

#### **Closing March 8, 2024 - 1st Round**

- Opportunities are open to all registered Nipissing First Nation members. Please advise your status in your application
- Applicants who are considered Round 2 or Round 3 will not be considered, regardless of when the application is received
- If no suitable candidate is found, the process will proceed to Stage Two

#### **Closing March 15, 2024 - 2nd Round**

- Opportunities are open to spouses and children of registered Nipissing First Nation members and registered members of other First Nations. Please advise your status in your application
- Applicants who are considered Round 3 will not be considered, regardless of when the application is received
- If no suitable candidate is found, the process will proceed to Stage Three

#### **Closing March 22, 2023 - 3rd Round**

- Opportunities are open to all applicants (status and non-status)
- The posting will be open until filled

If you are excited by this opportunity and want to be a part of Nipissing First Nation, please apply online by emailing your cover letter and resume to [resumes@nfn.ca](mailto:resumes@nfn.ca) no later than 4:30pm on the application deadline noted above.

#### **Are you a member of NFN? If so, please read below:**

- ✓ *Nipissing First Nation supports the training and growth of their members and strongly encourages their members to apply to positions.*
- ✓ *Work experience and training opportunities are taken into consideration when screening applications.*
- ✓ *Nipissing First Nation members are encouraged to apply to all rounds of employment postings.*
- ✓ *As per Section 24(1)(a) of the Ontario Human Rights Code, Nipissing First Nation gives preference to First Nation applicants for any employment opportunities.*

**Miigwech to all applicants for their interest; however only those selected for an interview will be contacted.**