



EMPLOYMENT OPPORTUNITY

Child and Youth Program Facilitator

Department: Social Services

Posting Date: May 17, 2024.

Location: Nipissing First Nation, ON

Schedule: Standard Work Week/35hrs

Job type: Fulltime/Permanent

Vacancies: 1

Reports To: Prevention Events Supervisor

Starting Salary: \$45,791.20

What you'll do in the role

- Responsible for advocating the interests of the children and youth of Nipissing First Nation.
- Responsible for ensuring the welfare of the children of the First Nation and taking whatever steps as are deemed necessary and advisable to protect their health, well-being and rights.
- Advanced Planning and preparation of age-appropriate programming for children and youth.
- Interact and communicate with Children, Youth and Families to gauge needs and interests.
- Responsible for ensuring the availability of child/family support and developmental programs and services.
- Responsible for assisting in the development and maintenance of documentation of children's activities.
- Responsible for submitting Statistical and relevant information for Funders.
- Provides leadership in the prevention or recreational and social development programs and services for the youth (ages 6-12, 13-24) of Nipissing First Nation.
- Provide leadership in ensuring the availability of child and youth support programs and services, for the youth of Nipissing First Nation.
- Responsible for assisting in the development and maintenance of youth related activities, documentation and files.
- Responsible for preparing monthly reports based on child and youth activities.
- Performs other such related duties as may reasonably be required by the Prevention Events Supervisor/Program Manager.

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



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- 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.
- Must have an Early Childhood Education diploma, **or** a Child & Youth Worker diploma, **or** a diploma in a related social field.
- Must have a clear criminal reference check (CPIC), Vulnerable Sector Check, and Child Welfare Check.
- Must have a valid Ontario Driver's License.
- Must have a minimum of one year's office experience.
- Must have strong leadership skills.
- Experience working with children and youth groups; considered an asset.
- Strong interpersonal skills and high-level organizational skills.
- The ability to work as a team or independently.
- The ability to be creative and flexible.
- The ability to work outside normal hours of operation for special events may be required.

APPLICATION DEADLINES:

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

Closing May 31, 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 will not be considered, regardless of when the application is received.
- If no suitable candidate is found, the process will proceed to Round Two

Closing June 7, 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.



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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 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.