



EMPLOYMENT OPPORTUNITY

School Wellness Lead

Department: Education

Posting Date: May 31, 2024

Location: Nipissing First Nation, ON

Schedule: Standard Work Week/35hrs

Job type: Fulltime/Permanent (Seasonal)

Vacancies: 1

Reports To: Right Path Manager

Starting Salary: \$45,791.20

What you'll do in the role

- Collaborate with the classroom teachers and the Student Success Team and consult with the Principal and Vice Principal to develop a mental health support plan for Nipissing Secondary School.
- Complete annual work plans and reports, meeting program goals and objectives and review progress monthly with administration.
- Ensure effective client services by providing clinical assessment and counselling services of a supportive, educational and skills-building nature to students and families and by recognizing when students may require services of a more complex or intensive therapeutic nature and making appropriate referrals to the professionals.
- Facilitate internal or external referral services as appropriate.
- Liaise with various agencies or service providers involved in client care.
- Participate in case management and after-care processes to support client wellness with Right Path.
- Maintain up-to-date client records confidentially and securely as per policies and procedures.
- Provide Education and health promotion, including cultural understanding targeted at First Nation students and staff, to support healthy development and enhance life skills, coping skills, resiliency, and mental wellness. (Mnobiaadziwin)
- As directed by The Right Path, support a critical incident response where a student of Nipissing is affected.
- Design strategies that provide a comprehensive collaborative and student-focused school-based support system for at-risk students.
- Participate in training and evaluation processes to ensure continued development and growth of the program.
- Build and maintain a collaborative working relationship with the School Principal, Vice Principal, teaching staff and students.
- Assist with transitions, pathways, and career planning, focusing on the required social support.
- Collect information and prepare accurate activity/client data for submission as required.



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- Provide training and resource support for Nipissing staff regarding students' mental wellness.
- Produce and submit all reports with the principal's approval to AN to ensure compliance with the program funding.
- Drawing from Indigenous and Western models of care, provide counselling support, including appropriate interventions, referrals, follow-up, advocacy, ongoing support and case coordination.
- Refer clients to internal and external services such as education/employment support, housing, harm reduction, addiction counselling, and other programs and services based on client and family needs.
- Appropriately maintain the records of all clients, ensuring confidentiality.
- Maintain positive working relationships with the school community, leaders, groups, and other NFN services.
- Support and collaborate to create and support programs and school community events.
- Demonstrate commitment to the Wiidooktaadyaang philosophy and services.
- Collect information and prepare accuracy and timeliness administrative, activity and financial reports, including work plans and quality assurance measures.
- Participate constructively as a team member in meetings, seminars and training sessions as required.
- Contribute to policy and program development to enhance the position within the clinical team.
- Fully respect and abide by all aspects of the Health Centre and the Nipissing First Nation standards, policies, and procedures.
- Act professionally, both when working and when not working, and be a positive role model for clients and the Nipissing First Nation community.
- Make a reasonable effort to maintain the property of NFN Education in good order.
- Notify the Manager of The Right Path or designate of any occurrence involving a person or property and follow reporting protocols.
- Keep team members apprised of their weekly schedule through accepted practices.
- Complete other job-related duties as may be assigned by the Manager of The Right Path or designate.
- Input notes, referrals, and documentation into the NFN electronic medical information software program (Mustimuhw).
- Provide documentation on brief services at team clinical meetings and send it to the office administrator for preservation.
- Utilize group functions in electronic medical information software to note the participation of attendees both in service and brief service clients.
- Collect information and prepare administrative, activity, and financial reports with accuracy and timeliness.
- Participate in performance appraisals and employee feedback processes.



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- Fully respect and abide by all aspects of the Health Centre, Education and Nipissing First Nation administration standards, policies and procedures.

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

What you bring to the table

- Respect for Indigenous culture and willingness to learn Ojibwe.
- Must have a bachelor's degree in social work or Mental Health Discipline from a recognized post-secondary institution, or a diploma in Indigenous or Alternative wellness program with a minimum of 3 years relevant community-based work experience.
- Must be eligible for registration with an accredited professional association (i.e. College of Social Workers and Social Service Workers or College of Psychotherapists.)
- Must have a minimum of one year's work experience in addictions, including assessment, treatment, and intervention.
- Must be motivated, a strong leader, and have excellent time management, organizational and verbal and written communication skills.
- A valid Ontario Class "G" Driver's License and access to a reliable, personally insured vehicle is an asset.
- Must have or be willing to obtain, a recent (within three months) Criminal/Police Records Check and Vulnerable Persons Check.
- Knowledge of First Nations Mental Wellness Continuum Framework.
- Knowledge of the Language is an asset.
- Knowledge of community development, both internally and externally to First Nations, and an ability to maintain strong partnerships.
- Knowledge of crisis intervention, concurrent disorders and trauma-informed care.
- Ability to work in a manner respectful of First Nations culture, values and beliefs.
- Ability to protect the personal health information of clients and maintain a high degree of confidentiality.
- Ability to work as a multi-disciplinary team member.



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- Proficient in Office 365 applications, including MS Word, Excel, and Outlook.

APPLICATION DEADLINES:

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

Closing June 14, 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 June 21, 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 June 28, 2024 - 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 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.