



**Position:** Community Wellness Coordinator

**Accountability:** Health Services Manager

**Circulation Level:** Level III

**Employment Status:** 2 year Full Time Contract

**Hours of Work:** 32 hrs

**Preferences:** MFN Band Member or those of  
Aboriginal Descent

**The Community Wellness Coordinator will perform the following functions:**

- Provide effective programming client-based services related to family violence to assist clients in peer counselling, accessing services, advocacy, crisis intervention and referrals to engage community and staff.
- Research and present cultural participant-based activities and Traditional Participant-Based activities services related to reducing family violence. programming using a variety of media and communication outlets
- Plan workshops, information sessions, public presentations, public awareness and education, activities accordingly for the seasons that include and/or focus on Youth, Men, Women, Elder's and ceremonies.
- Meet with other band staff who provide wellness programming to ensure no overlapping of services, identify gaps in programming that can be focused on.
- Financial Management, prepare and submit quarterly and annual reports of activities utilizing the electronic system
- Prepare and submit annual work plans
- Prepare and submit statistical program and activity reports utilizing the electronic system
- Prepare and submit regular, related reports and/or articles as required for distribution in flyers
- Attend appropriate staff or team meetings
- Other duties as required

**The successful candidate will possess the following qualifications, skills, experiences, and attributes:**

- Post-Secondary Diploma in one of the helping disciplines, i.e.) addictions & mental health, psychology, Native Human Services, Native Studies, Social Work or Social Service Worker
- Knowledge and experience and appreciation of Traditional teachings and healing practices
- Good understanding of political, social and economic issues of Aboriginal people both on and off the First Nation
- Good analytical and interpersonal skills
- Ability to integrate knowledge and practices in the development, implementation and referral of a variety of interventions
- Good verbal and written skills
- Working knowledge of systems theory and holistic healing
- Experience organizing and facilitating workshops
- Experience working with Aboriginal people, organizations and communities
- Experience in cultural programming

**Other Qualifications**

- Must have valid Ontario Class "G" and have access to a vehicle
- Must have Standard First Aid and CPR/AED
- Mental Health First Aid / CPR (an asset)
- Must have current ORCA Advanced Solo/Tandem Canoe certification
- Able to provide a Vulnerable Sector Check (CPIC)
- Must be able to work flexible hours, on-call and shift work, including weekends, evenings and holidays
- Willingness and ability to travel within region and/or between sites and to activities as needed

**TO APPLY:** Customize your cover letter and resume to the duties, experience, expectations and qualification listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us in your application during screening. **Successful candidates who receive interviews must provide copies of their education qualifications and certifications at the time of interview.** Please note that all interviews will be **in person**. If you are interested in applying you may submit your covering letter, resume and three (3) work related references to:

Mississauga First Nation

P.O. Box 1299 Blind River, Ontario P0R1B0

Attention: Human Resources Department

Marked: **CONFIDENTIAL**

**EMAIL:** [hrclerk@mississauga.com](mailto:hrclerk@mississauga.com) **FAX:** 705-356-1740

**Deadline:** February 24 2021 @ 4:30 pm