



First Nation of Na-Cho Nyäk Dun
EMPLOYMENT OPPORTUNITY

POSITION TITLE	Family Wellness Coordinator
DEPARTMENT	Social Programs
SUPERVISOR	Manager, Social Programs
DATE POSTED	April 29, 2019
STATUS	Full-Time (Term) – until March 31, 2020
SALARY CLASSIFICATION	Level 7
CLOSING DATE	FRIDAY, MAY 10, 2019

Job Summary:

Working closely with the Department Social Worker(s), the Family Support Coordinator is responsible for liaising with NND families/children/youth/groups in child welfare matters. The Family Support Coordinator will also team work with the Alcohol and Drug Counselor, Community Wellness Coordinator, Court Worker, Justice Officials, School Personnel and other agencies that may be involved with child welfare matters and promoting wellness and prevention programs. Programs and services delivery shall be prioritized in conjunction with the Manager, Social Programs and Community Wellness team players subject to include: referrals to counseling, drug and alcohol treatment/prevention, rehabilitation programming, family violence prevention programming, education awareness initiatives, traditional parenting skills, land-based community programming and programs and services on traditional teachings with Elders. The Family Support Coordinator will liaise and coordinate case/ work planning with social workers, family and other pertinent people involved in the child welfare matter. Programs and service delivery shall be delivered according to goals/objectives and the values of the FNNND's culture/tradition.

Main Duties

- Connect with individuals, families and partner agencies to generate interest in and commitment to supporting the family/children/youth/groups care plans:
- Work closely with the family/children/youth/groups and support systems to develop realistic and holistic care plans
- First Nation staff and Health and Social Services (HSS) staff will work collaboratively in the delivery of child welfare services to First Nation's citizens.
- Assist and support families involved in child protection investigations; wherever possible given urgency and resource considerations First Nation staff will accompany the HSS social worker when responding to a report that a child may be in need of protective intervention. Regular participation in planning meetings and conferences on a case by case basis.
- Liaise between families and the HSS social worker to facilitate case planning.
- Where children have been brought into care assist in identify extended family or other placement resources that are familiar to the child; attend child placement planning sessions with family to assist children, youth and families in understanding expectations and processes related to planning and decision – making. This may include participation in foster care or adoption placement planning and decision-making. Assist in the development and implementation of culturally appropriate plans and involvements for children in care.
- Assist and support families to access support programs and services related to case planning.
- Inform HSS policies and programming from a cultural and community perspective.

- Coordinate and facilitate community awareness forums to provide information on child welfare services in conjunction with HSS staff.
- Ensure children, youth and families understand their individual rights and responsibilities. Maintain confidential records regarding services provided to clients including: referrals, intake, progress reviews, meetings attended and the nature of client involvement.

Qualifications

- Completion of Grade 12 with a minimum of two years post-secondary training and two years of work experience in child welfare and social services field and/or equivalency of training/experiences;
- Ability to take initiative, work independently and meet deadlines;
- Ability to be creative and visionary;
- Ability to team work and coordinate wellness/prevention programs and services, activities and events to the community;
- Ability to maintain strict confidentiality;
- Attain research skills (i.e. researching information from the internet, local community information, resources and library) to help prepare information for targeted based workshops and events;
- Have good computer skills, including word processing, internet and email, and public presentation skills (i.e. Microsoft Power Point);
- Ability to make referrals or seek resources as applicable;
- Knowledge of the tradition and culture of Yukon First Nations and FNNND citizens is an asset, including knowledge of spiritual beliefs and traditions and understanding the role of Elders in First Nation communities;
- Knowledge of alcohol/ drug prevention and social services and programs provided by the First Nation is an asset; and
- Ability to cope with stressful situations including deadlines, and potentially dealing with volatile citizens.
 - Ability to work effectively with citizens;
 - Ability to establish effective working relationships with community members and staff;
 - Ability to demonstrate conflict resolution skills and assist in crisis situations in a clam manner;
 - Ability to act as a positive role model for community members demonstrating the practices of a healthy lifestyle, including demonstrating stability, maturity, integrity and sobriety within the community; and
 - Ability to work as a team member on the Wellness Committee and in the Health and Social Programs department.
- Effective communication and coordination skills to facilitate family/children/youth groups with diverse social needs, interests, and backgrounds;
- Ability to independently plan, organize and coordinate diverse wellness/prevention programs and services to meet the needs of the community;
- Valid Class 5 Driver's Licence

For a copy of the job description or to submit your Cover Letter and Resume, three professional references, including your most recent employer please contact:

**Carol Van Bibber,
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