Employment Opportuni

Siksika Health Services is a not-for-profit organization which provides Primary Care and Community Wellness support. The facilities are used by our Proud Siksika Nation Members and our friendly surrounding communities. We are a very enthusiastic, empowering and encouraging team. Our Mission is to strive for accountable efficient services delivery and our Vision is to proactively provide quality and holistic health care.

Siksika Health Services Organization:

Title:

Location: Calgary Office

IRS PROGRAM COORDINATOR **Reports to:**

Posted Date: April 5, 2023

OPEN UNTIL POSITION IS FILLED Deadline:

\$22.00 per hour **Annual Salary: Position Status FULL TIME**

POSITION SUMMARY

Summary statement duties include a general understanding of the Indian Residential School Health Support Program and all related processes. The incumbent will provide front line duties of the program and to provide support services and education that are culturally sensitive, help improve the mental health and well-being of IRS former students and their family members. The Community Wellness is a resource to IRS clients in achieving their wellness goals.

Responsibilities include, but will not be limited to:

- Enable former students and family members to achieve independence as far as possible in all areas of their life by providing appropriate information, related to self-care opportunities and referring to appropriate agency.
- Provide support, advocacy and information to former students regarding all IRS settlement agreement.
- Provide access to debriefing opportunities for elders to minimize the potential impacts of vicarious trauma associated with the provision of support to former IRS students and immediate family members and/or support person(s).
- When required to coordinate cultural support services, provided by Elders, to former IRS students and immediate family members and/or support person(s) as required.
- Assist team to provide public awareness and education of the Indian Residential School and Reconciliation as adopted by the TRC Commision under the IRS Settlement Agreement.
- Compile and submit monthly statistics and activity reports to Supervisor.

MINIMUM QUALIFICATIONS:

Education and Experience:

- Degree / Diploma in Social Science or relevant education and experience an asset.
- Strong communication skills, narrative report writing experience and computer knowledge required.
- Ability and experience in planning and delivering presentations to group.
- Be a self starter and have the ability to work independently and in a team setting.

Knowledge, Skills and Abilities:

- Strong communication skills, narrative report writing experience and computer knowledge
- Public speaking skills and the ability to influence and engage others.
- Ability to write reports and facilitate communication through public speaking.
- Cultural competency and knowledge of the cultural traditions and practices in participating member communities.

Requirements:

- Knowledge of the Siksika language and culture a definite asset.
- May be required to attend meetings outside of the regular office hours and this may include required travel if needed.
- Employment is contingent upon successful completion of a criminal record check.
- Driver's License Class 5 and access to a vehicle required

FOR ADDITIONAL INFORMATION OR TO APPLY, PLEASE SUBMIT YOUR RESUME, COVER LETTER, EDUCATION DOCUMENTS & CRIMINAL RECORD CHECKS TO: SIKSIKA HEALTH SERVICES

Human Resources Department

ment@siksikahealth.com (403)734-5685

All documentation must be received to be granted an interview.

