



KEE TAS KEE NOW TRIBAL COUNCIL

is seeking a highly motivated

Maternal Child Health Outreach - Program Advisor

(Full Time Permanent)

Position Summary:

The Maternal Child Health Outreach Program Advisor shall be responsible for providing direct, regular, reflective coaching and mentoring – building relationships through supervision with family visitors working at the; Loon River, Whitefish Lake #459, Woodland Cree, Sucker Creek, Driftpile & Swan River First Nations. The Program Advisor must work together as partners with Home visitors whose mutual goal is helping and empowering families.

Duties:

- Assist Family Visitors to access appropriate and available services for their clients.
- Facilitate case management; review case load and client goals
- Provide mentorship, coaching and feedback to family visitors
- Promote and assist with problem-solving strategies and ensure that family visitors practice in a safe, supportive environment.
- Work with the Health Director's to ensure that safety policies and procedures are in place, that a method of documentation is established and that confidentiality is maintained at all times
- Assist family visitors in setting individual goals based on their skill, education and training
- Assist family visitor in collecting and preparing data for program reporting and evaluation requirements
- Obtain and maintain current CPR and First Aid certification

Qualifications, Skills and Experience

- Post-Secondary Diploma/Degree in nursing, social work, psychology, education or other related field related to the program
- At least three years of prior community-based experience, or the equivalent combination of education and experience
- Work effectively and independently with little supervision
- Ability to support someone who will be working with families in challenging, often crisis situations
- Strong communication skills (verbal and written)
- Demonstrated ability to effectively engage with high risk clients
- Ability to conduct interviews covering extremely sensitive and confidential issues
- Strong organizational and time management skills
- Must have a valid Alberta drivers licence and be able to travel on a daily basis (lives within a reasonable commuting time of the area to be served). A vehicle for business related travel will be provided.
- Where needed, fluency in the language of the population to be served an asset
- An understanding of historical issues that First Nations people have faced and their impact on family systems today
- Ability to plan and organize and manage time effectively
- Interest in helping families and their children
- Respect for confidentiality
- Satisfactory RCMP Criminal Records Check, including the Vulnerable Sectors (VS) check and a Child & Family Services Intervention Record Check – from Alberta and other provincial authority if lived in the past 5 years.

SALARY: Commensurate with experience

Applicants are thanked in advance for their interest; however, only those selected for consideration/interview will be contacted.

Three references are required from those selected, with at least two being current/previous supervisors.

Please submit a cover letter, resume and references via email to:

Health Human Resources, KTC, P.O. Box 120, Atikameg, AB, ToG oCo Email to: HealthHR@ktcadmin.ca

DEADLINE: Friday, October 6th, 2017 12 noon

The Personal information submitted pursuant to the advertisement will be utilized for the employment opportunity only and is subject to compliance with the Freedom of information and protection of privacy act. Applicants are thanked in advance for their interest however only those selected for consideration/interview will be contacted