



JOB POSTING

Title: Aboriginal Healthy Babies Healthy Children Coordinator
Reports to: Health Director
Terms: Permanent
Hours: 28 hours per week
Salary: \$24,750 – \$27,660 per annum
Location: Mino Bimaadsawin Health Centre

Summary:

The Aboriginal Healthy Babies Healthy Children Program aims to improve the well-being and long term health prospects of Aboriginal children, prenatal to 6 years. The program includes pre and post-natal screening and assessment, home visiting, service coordination and support for service integration. This position involves the provision of 'peer counselling' and referral services.

Duties:

- Recruit new clients and participants into the program through various outreach initiatives
- Conduct in-house referrals and intake process including needs assessment and plan for each client
- Provide family support plans, services coordination, and referrals
- Provide outreach and home visits to clients as needed
- Coordinate weekly program activities; including promotion and advertising, coordinating facilitators, buying supplies, organizing activities, and clean up
- Coordinate specialized workshops throughout the year
- Coordinate the sharing of resources and programs with other departments where appropriate
- Build new relationships and strengthen existing ones with external stakeholders where appropriate
- Make presentations on the AHBHC Program when required
- Accurately capture client and program data to report on program outcomes accurately and on deadline

Qualifications:

- A bachelor's degree or college diploma in Social Services, Early Childhood Education or a relevant Social Health post-secondary education is preferred. Applicable work experience in providing social support to clients in an Indigenous setting will also be considered
- Experience in program development and execution, with the ability to work as part of a team and independently with minimal supervision
- Well-developed administrative, organizational and communication skills in order to meet deadlines
- Demonstrated experience in partner outreach and building community networks
- Strong understanding of issues faced by Indigenous women, with a strong knowledge of Indigenous cultures and traditions
- Familiar with other social service providers within the organization and area, including the child welfare system
- Experience working with Indigenous mothers and families
- Candidate may be asked to work flexible hours to deliver programming
- Class G Drivers' License will be required as a condition of employment

Applications MUST include:

- Current covering letter
- Current resume including current contact information (phone number and email address if available)
- Three names of references with telephone numbers and/or email addresses (one must be current or most recent employer)

DEADLINE DATE: Friday September 25, 2020 @ 4:00 p.m.
(*No Late Applications Accepted*)

Only qualified applicants will be contacted for an interview
Qualified Saugeen First Nation members will be given priority

Successful candidate will be asked to provide a current Criminal Record Check
including Vulnerable Sector Screening as a condition of employment

Office: Employment and Training Centre
By Fax: (519) 797-3458
By E-Mail: employment@saugeen.org
By Mail: Saugeen First Nation Hiring Committee RR#1, Southampton, ON N0H 2L0

If you are interested in this posting, but do not meet the qualifications criteria, consider visiting SEZ to find out how to obtain the education and training required. Your contributions to our community are important to all of us.