

THE MISSISSAUGAS OF THE CREDIT FIRST NATION is accepting applications for the permanent position of

"COMMUNITY WELLNESS ASSISTANT"

Closing Date: September 12, 2019 at 12:00 Noon

# JOB SUMMARY

Responsible for assisting the Community Wellness Workers with providing community support services to the community.

## Mandatory Requirements/Educational Qualifications

• High School Diploma or equivalent with 3 years of experience working with Children and youth

## Knowledge

- Knowledgeable of the Mississaugas of the Credit First Nation culture and social structure
- Familiarity with traditional approaches to helping
- Have extensive knowledge of community development and of the range of methods and techniques that are employed in primary prevention
- Experience in computers with specific knowledge of Microsoft Word and Excel

#### **Skills/Abilities**

- Must have strong interpersonal and oral communication skills
- Ability to work cooperatively with other staff and management
- Relate effectively to community members, in particular, to youth ranging from aged 5 years to 16 years

#### **Other Requirements**

- Must have a satisfactory result from a Criminal Record Check including a vulnerable sector check.
- Must have a valid Class "G" driver's license and willingness to upgrade to a Class "F" license.
- Certification in First Aid and CPR
- Must be willing to work flexible hours, including evenings and occasional weekends
- Must have a Safe Food Handler's Certificate or be willing to obtain one

**Proposed Hours:** Include After School Program coverage (3hrs/day during the school year) and possible full time summer hours to assist with day camps.

### Hourly Rate: \$16.90/Hour

Please submit your Cover Letter, Resume, Proof of Educational Qualifications, and three (3) current

References, with two of the references being work related if possible to:

## The Mississaugas of the Credit First Nation Attention: MCFN Personnel Committee 2789 Mississauga Rd. Hagersville, ON NOA 1H0

Applications will also be accepted via fax at 905-768-1225 or via email to the address listed below.

A copy of the Job Description may be obtained at the Mississaugas of the Credit Band Administration Building or by email <u>stephanie.laforme@mncfn.ca</u>

Miigwech to all applicants - only those selected for an interview will be contacted.