



HIAWATHA FIRST NATION

EMPLOYMENT OPPORTUNITY

Posting Type: Internal/External
Position Title: Youth Success Worker
Location: Hiawatha, ON
Duration: Full-Time Permanent
Posting Closes/Deadline: May 11, 2025 at 11:59pm
Tentative Interview Date: May 12-16, 2025
Salary Range: \$52,190-\$57,990

About Us:

Hiawatha First Nation provides services to the citizens of Hiawatha. These services include health, social, administrative, membership, public works, lands and education. It is essential that these services are provided in a way that supports the Hiawatha's vision statement and the 7 Grandfather teachings of humility, honesty, bravery, wisdom, truth, respect and love.

Position Summary:

The Youth Success Worker (YSW) is responsible for planning and delivering education and awareness programs and activities that promote the overall wellbeing of the citizenship of Hiawatha First Nation. The YSW will work in collaboration with the Child Wellness Promotion Worker (CWPW) at the Youth Centre and the Health and Social Services staff to assess, develop, plan and deliver programming activities, including those that are culturally based, according to the needs of those ages 5-18 years. Specific emphasis will be on engaging youth ages 14-18 years providing mentorship, guidance and support through community and in school-based settings as required. Spending time working within the local high school(s) will aim to build relationships, provide support to students, and deliver programs targeted at enhancing their personal, social, and academic development. The YSW role will involve helping young people navigate challenges, set personal goals, and access resources that will enable them to succeed in school and beyond. A key responsibility will be establishing and managing a Youth Committee and/or a Youth Council, empowering young people to take an active role in shaping their community and advocating for their needs. The incumbent must follow the strategic plans of the organization adhering to the HFN vision and values.

Reporting:

This position will report to the Health and Social Services Manager. Occasionally, this position may supervise volunteers and summer students, however, this position will have no regular direct reports.

Main Responsibilities:

- Plan, organize, and deliver programs that promote personal development, mental health awareness and overall wellbeing of the children, youth and families of Hiawatha.
- Plan, organize, and deliver targeted workshops, recreational activities and youth events that promote learning, social interaction, personal development, cultural identity, resilience and leadership.
- Work collaboratively with the CWPW assisting with regular Youth Centre programming, P.A. Days, March Break and summer programming.
- Establish and manage a Youth Committee and/or Youth Council.
- Provide one-on-one mentoring and group support to Hiawatha Youth.
- Monitor and assess the safety and well-being of youth in all settings.
- Be proactive in identifying and addressing signs of distress, bullying, abuse, or mental health concerns, and provide appropriate support or referrals.
- Offer crisis intervention and de-escalation techniques to youth in challenging or high-risk situations.
- Participate in case management and team discussions to ensure a coordinated approach to care.

- Build relationships with local organizations and service providers to expand resources and opportunities for children/youth and families of HFN.
- Perform various administrative duties, such as developing and maintaining workplans with detailed goals and objectives, preparing communications, drafting newsletter inserts, writing letters, completing forms, etc.
- Develop, monitor and adhere to multiple budgets throughout the project/fiscal year.
- Prepare financial requests and related forms for cheque disbursements, payroll, and other transactions, ensuring that all necessary approval processes are followed.
- Create and maintain accurate, confidential records and reports, ensuring compliance with all legal and ethical standards.
- Prepare accurate reports in a timely manner while adhering to both internal and external deadlines.
- Collaborate and assist with other Health and Social Services Team programming.
- Where applicable, work with families and those involved with protection services.
- Attend meetings, trainings, conferences, etc. as required to enhance professional development and contribute to organizational goals.
- Following all policies and practices of HFN and relevant legislation.
- Other duties as assigned.

Requirements:

- Post-Secondary Diploma in Child and Youth Care, Social Services Worker or other relevant diploma and a minimum of two years' relevant experience; or
- A combination of education, training or work experience which Hiawatha deems to be equivalent
- Must provide a clear CPIC and Vulnerable Sector Screening
- First Aid and CPR certification.
- Must have a Valid Driver's License with own transportation and a minimum of \$2 million personal liability insurance due to the use of personal vehicle as needed for job-related tasks, such as attending meetings, visiting or transporting clients, or traveling to alternative work locations. Reimbursement for mileage will be provided in accordance with Hiawatha's policy.

Knowledge, Skills and Abilities:

- Knowledge of child development, youth behaviour, and mental health.
- Strong interpersonal and communication skills.
- Creative and energetic approach to engaging youth in meaningful activities.
- Experience with budget and financial management is preferred.
- Proficient in using computer software and applications, including [e.g. Microsoft Office, Apricot, social media, graphic design tools, survey and feedback tools)
- Familiarity with online communication tools (e.g. email, video conferencing) and collaboration platforms (e.g. Microsoft Teams)
- Excellent organizational, time management and file management skills.
- Excellent liaison, networking, and advocacy skills to build strong relationships and effectively represent the needs of youth and community.
- Ability to manage challenging behaviors with patience, empathy, and clear boundaries.
- Understanding of confidentiality and ethical issues in youth services.
- Crisis intervention and de-escalation training is a plus.
- Training in trauma-informed care, mental health first aid, or similar certifications an asset.
- Familiarity with community resources and support systems.
- Knowledge of culture and understanding of impacts of colonization, with a willingness to learn and actively participate in cultural practices and ceremonies as appropriate.
- Ability to work both independently and as part of a multidisciplinary team.
- Flexibility and adaptability to meet the needs of youth in different settings.

- Working knowledge of legislation, policies and procedures of First Nation Governments as it relates to health and wellbeing services.

Behavioural Competencies:

- Must be empathetic, compassionate and non-judgmental.
- Possess cultural awareness and sensitivity.
- Demonstrate strong work ethics.
- Respect for diversity and inclusion by using inclusive language and practices.
- Establish and maintain appropriate boundaries with youth, colleagues, and families.
- Act as a positive role model demonstrating integrity, responsibility, and resilience.
- Ability to adjust to a dynamic and evolving work environment.
- Exhibit professionalism in all interactions.
- Maintain strict confidentiality.

Working Conditions:

- Working in a sensitive environment dealing with difficult and highly confidential issues.
- High energy, physical engagement, and mental stamina required.
- Ability to work in a noisy and distracting environment.
- Extended periods of sitting.
- Lift up to 50lbs using safe lifting techniques.
- Ability to walk for long periods of time and on rough terrain.
- Supervising youth on outings.
- Ability to manage challenging situations, and remain calm and focused in moments of crisis.
- Ability to stay energized and focused throughout long hours or high-intensity situations is critical.
- Varied work locations and schedules with regular requirement to work evenings, and occasional overtime and weekends.

Application Process:

If you are interested in this opportunity and possess the above list of qualities and requirements, please forward your resume and cover letter via mail, email, fax or in person to:

By Mail: Hiawatha First Nation
431 Hiawatha Line
Hiawatha, ON
K9J 0E6
ATTN: Zachary Friar, HR Coordinator

By email: hr@hiawathafn.ca

For more information or a detailed job description, please contact Zachary Friar at (telephone) 705-295-4421 ext. 209 or (email) hr@hiawathafn.ca

To find out more about Hiawatha First Nation, please visit our website at www.hiawathafirstnation.com

- *The tentative interview date(s) are subject to change and are posted for planning purposes only*
- *Hiawatha is grateful for all who show interest in our First Nation and take the time to apply, however, only those chosen for an interview will be contacted*
- *Late applications will not be considered*
- *Hiawatha is an equal opportunity employer, as well, Hiawatha references Canada's Aboriginal Employment Preferences Policy*
- *Internal postings are for current staff and citizens of Hiawatha, Internal/External postings will give preference to internal applicants first*

We, the Mississaugi of Hiawatha First Nation, are a vibrant, proud, independent and healthy people balanced in the richness of our culture and traditional way of life.