

## EMPLOYMENT OPPORTUNITY

Youth Coordinator  
(Health and Social Department)  
Permanent Full-Time  
Salary Range: \$62,572. -\$75,093.



### Qualifications:

The successful candidate must have a grade 12 Academic with successful completion of at least two years post-secondary education in the field of Social Work or Child and Youth Care Diploma; or individual course work in the field: Community Support Worker, or Human Services training or related experience; or several years of experience in the field through paid or volunteer service; or an equivalent combination of education, training and work and life experience in a First Nation's environment;

**Criminal Records Check, Vulnerable Sector Check, \*Valid Class 5 Driver's License, "Oath of Confidentiality", Positive Role modelling**

### Duties:

Reporting to the Dän Sólthän Nùtl'et Do - Health & Social Director, the Youth Coordinator will work closely with the Youth Councillor, Dän Sólthän Nùtl'et Do - Health & Social programs, Recreation Coordinator and other Departments to identify issues and develop a community-based action plan for youth by the youth. The Youth Coordinator acts with considerable independence performing duties consistent with the position description and other duties as requested by the Director.

The Youth Coordinator advises and assists the youth, provides referrals to the appropriate social agencies and provides supports services and develops programs for all youth.

- Connect youth with community resources to promote social skills development and reduce isolation;
- Provide opportunities for the youth to participate and then take leadership roles in demonstrating traditional skills and cultural activities;
- Provide training and workshops on personal health, employability and parenting; and organize healing circles, mentoring, and one-on-one supports;
- Refer youth, male and female, aboriginal and diverse groups throughout the community to appropriate counselling services;
- Provide a service and referral of potential clients to Social, or any agency of authority;
- Assist and referral of child welfare, personal and social adjustment and health, substance abuse, mental health, suicide and crisis prevention, healthy relationships, behaviour disorders, early intervention programming for at-risk youth;
- Research and obtain information, prepare client files and reports, case management plan and provide life skill workshops, client assessments;
- Supervise and coordinate a group of up to 10 or more youth at a time;
- Work under pressure, and work in different settings, home, client home and through the community and land;
- Network and work with other professional agencies

### Administrative Duties

- Provide the Dän Sólthän Nùtl'et Do - Health & Social Director with a quarterly and annual work plan, budget, and a report;
- Report to the General Assembly and LS/CFN citizens, if required;
- Maintain confidential records regarding services provided to clients including; activities, referrals, intake, progress reviews, meetings attended and the nature of client involvement;
- Being actively involved, along with other members of the H & S Programs Dept. in organizing community events;
- Write letters, reports, and proposals related to youth support services;
- Attend personal and professional development courses, workshops, seminars and appropriate training to develop relevant skills;
- Other duties as required.

LSCFN recruitment policy will apply.

**If you are interested, please submit your expression of interest along with your resume by 4:30 P.M. July 7, 2022 to:**

Doris Johnson, Human Resource Officer

PO Box 135, Carmacks Y.T. Y0B 1C0

Phone: (867)863-5576 ext 280 Fax: (867)863-5710 Email: [resume@lscfn.ca](mailto:resume@lscfn.ca)

If you require a job description, please feel free to contact us.