



MOHAWKS OF THE BAY OF QUINTE

KENHTEKE KANYEN'KEHÁ:KA

HUMAN RESOURCES, ADMINISTRATION OFFICE
24 Meadow Drive, Tyendinaga Mohawk Territory, ON K0K 1X0
Phone 613-396-3424 Fax 613-396-3627
Website: www.mbq-tmt.org

EMPLOYMENT OPPORTUNITY

Position Title: [NNADAP Family Support Worker](#)

Posting Type: Internal/External

Location: Community Wellbeing Centre, Tyendinaga Mohawk Territory

Position Type: Full Time (Hours may vary, including nights and weekends)

Duration: Term (Commencing immediately until March 31, 2023)

Posting Closes/Deadline: Ongoing until filled.

Tentative Interview Dates: TBD

Salary Range: Level C – (\$49 982 ~ \$53 788)

About Us:

Mohawks of the Bay of Quinte (MBQ) is a vibrant First Nation community located on the beautiful shores of the Bay of Quinte. We are located approximately 20 minutes from Belleville, ON and centrally located between Toronto and Ottawa. There are approximately 11,000 registered members with approximately 2200 residing in Tyendinaga. MBQ is an employer that prides itself on diversity and fairness, providing a progressive working environment that fosters culture, positivity, and growth.

Position Summary:

The NNADAP Family Support worker is a new addition to the NNADAP (National Native Alcohol and Drug Abuse Program) and is directly responsible to the Good Minds Manager and the Enyonkwa'nikonhriyohake Team. They will work collaboratively with members of the team, community, and other programs to ensure all clients receive support and wholistic care; support clients to maintain their emotional, physical, mental, and spiritual wellbeing; offer guidance and support to programs in the community; to encourage and build supports with outside agencies for referral purposes and to build resources. This worker will provide service to individuals aged 18 and above, who identify as First Nations, regarding substance and process addictions, such as gaming and gambling.

Reporting:

This position will report to the Enyonkwa'nikonhriyohake Manager.

Summary of Main Responsibilities:

- ☞ Developing, promoting, and supporting culturally based activities, programs, and events
- ☞ Being a member of the community-based Response Team, including being part of a 24/7 on call rotation
- ☞ Providing client centered and directed counselling with First Nations clients over 18 with addictions
- ☞ Providing continuing timely re-assessments to determine progress towards goals
- ☞ Maintaining files, updating case files in accordance with procedures
- ☞ Supporting families who have members that are dealing with addictions
- ☞ Compiling statistical data and fulfilling reporting requirements and adhering to deadlines
- ☞ Preparing action plans and budget submissions in advance for events and workshops
- ☞ Networking with agencies on and off Territory to ensure that clients are receiving support, advocacy, referral, and access to services
- ☞ Other duties as assigned

Requirements:

- ☞ Bachelor's Degree in social work or another relevant field preferred
- ☞ Diploma in Social Services program or Humanities required
- ☞ Registered or is eligible to be registered with the Ontario College of Social Workers or other governing body
- ☞ Minimum two years' direct counselling experience required
- ☞ Experience in a First Nations setting preferred
- ☞ Must provide a clear VSC (documentation will be required if successful applicant)
- ☞ Valid Driver's License and vehicle with ability to be insured to drive MBQ vehicles
- ☞ Willing to work towards Certification as a First Nations Wellness/Addictions Counsellor

Knowledge, Skills and Abilities:

- ☞ Experience with computer programs (i.e. Microsoft Office, email and internet)
- ☞ Understanding of trauma informed theories and practices
- ☞ Experience working as part of an interdisciplinary team
- ☞ Ability to work as an individual and as part of a team
- ☞ Well developed interpersonal, public relations and relationship building skills
- ☞ Excellent organizational, time and file management skills
- ☞ Ability to maintain strict confidentiality
- ☞ Excellent written and verbal communication skills
- ☞ Competent in high stress management and crisis situations
- ☞ Knowledge and strong interest in Indigenous and Haudenosaunee specific, culture and traditions
- ☞ Ability to incorporate culturally appropriate techniques in healing

Behavioural Competencies:

- ☞ Must be an empathetic and non-judgemental person
- ☞ Must maintain strict confidentiality
- ☞ Be honest, respectful, and trustworthy
- ☞ Be creative and flexible
- ☞ Demonstrate sound work ethic
- ☞ Demonstrate keen attention to detail

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: Mohawks of the Bay of Quinte
24 Meadow Drive
Deseronto, ON K0K 1X0

By Fax: 613-396-3627

By Email: careers@mbq-tmt.org

For more information or a detailed job description, please contact Jordan Brant at (telephone) 613-396-3424, (telephone) or (email) careers@mbq-tmt.org To find out more about Mohawks of the Bay of Quinte, please visit our website at www.mbq-tmt.org

- ☞ *Internal Postings are for members of MBQ or active employees only*
- ☞ *The tentative interview date(s) are subject to change and are posted for planning purposes only*
- ☞ *MBQ 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*
- ☞ *MBQ is an equal opportunity employer, as well, MBQ references Canada's Aboriginal Employment Preferences Policy*
- ☞ *We are currently conducting interviews through Microsoft Teams and follow all Community Health guidelines related to COVID-19*