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**MUNSEE-DELAWARE NATION**  
 Administration Office – 289 Jubilee Road, Muncey, Ontario N0L 1Y0  
 T – 519-289-5396, F – 519-289-5156 Website: www.munsee.ca

DEC 04 2017

**EMPLOYMENT OPPORTUNITY**

**Second Posting**

**POSITION TITLE: NNADAP PREVENTION AND OUTREACH WORKER**

Resumes packages will be received by Munsee-Delaware Nation up until 4:00 p.m. EST, Thursday, December 21<sup>st</sup>, 2017, for the position of National Native Alcohol and Drug Abuse Program – NNADAP Prevention and Outreach Worker.

**SALARY:** Starting at \$40,000.00

**REPORTING:**

The NNADAP Prevention and Outreach Worker reports directly to the Director of Operations.

**POSITION SUMMARY:**

The NNADAP Prevention and Outreach Worker is responsible for program development, community engagement and service delivery with priority to the children and youth residing at Munsee-Delaware Nation. A key component of this position is relationship building/engaging skills with children and youth in an effort to make positive changes in their lives. The NNADAP Prevention and Outreach Worker is responsible for providing support to clients to link them to appropriate substance use/abuse, life skills and healing programs and services as required.

**DUTIES AND RESPONSIBILITIES**

- Plan and implement the delivery of afterschool and Professional Activity Day programs and activities for elementary school aged children.
- Plan and implement the delivery of youth specific programs and activities for secondary school aged youth.
- Plan and implement the delivery of youth specific programs and activities for post-secondary aged youth.
- Respond to crises, in a non-clinical capacity and refer clients to other resources as appropriate.
- Collaborate with the Munsee-Delaware Nation Team on working with children and youth to help them identify steps to achieve their goals.
- Deliver presentations and workshops as required with at least one engagement for the community on a monthly basis.

- Perform other duties as required by the Director of Operations within the scope of the responsibilities of this position.

#### **QUALIFICATIONS:**

- College Diploma or University Degree from a recognized post-secondary institution in community development, addictions, child and youth services or a related field.
  - OR
- Ontario Secondary School Diploma or a General Education Diploma (GED) and two (2) years' experience working with children and youth.
- Experience in engaging Indigenous children and youth.
- Excellent written and verbal communication skills in developing and delivering activity plans.
- Knowledge, skill and experience in advocacy, crisis intervention and conflict resolution.
- Proficiency in the use of computer technology, internet and email fundamentals, databases, and working knowledge of Microsoft Office programs.
- Effective and well-developed interpersonal skills and ability to maintain positive working relationships.
- Strong organizational and time management skills with the ability to multi-task and meet deadlines with accuracy and attention to detail.
- Experience in program planning, development and evaluation.
- Ability to be creative and innovative.
- Confident and consistent decision-making skills.
- Ability to work independently and as a team member.
- Ability to balance demands and priorities and to manage effectively.
- Valid Ontario Driver's Licence, auto insurance and reliable transportation.
- Satisfactory Police Reference Check for the Vulnerable Sector.

Interested applicants must submit a cover letter, resume, copy of all educational diplomas and certificates, three (3) written references – two (2) work related including most current employer or last employer; and one (1) character reference marked **CONFIDENTIAL** to:

**Carol Antone**  
**Executive Assistant**  
**Munsee-Delaware Nation**  
**279 Jubilee Road, Muncey, ON N0L 1Y0**

[carol@munsee.ca](mailto:carol@munsee.ca)

*Thank you to all who apply. Only the applicants selected for an interview will be contacted.*

*No late applications will be accepted.*