

## JOB POSTING DETAILS

<b>Employer</b>	Indian Friendship Centre in Sault Ste. Marie (Indian Friendship Centre)	<b>Job Type</b>	RI
<b>Job Title</b>	Homeward Bound Indigenous Women's Support Worker	<b>Duration</b>	Part Time
<b>ES Job ID</b>	12692	<b>Location</b>	Sault Ste. Marie
<b>Date Posted</b>	May 24, 2022	<b>Closing Date</b>	June 9, 2022

### Job Overview - Description & Duties

LOCATION: 462 McNabb St. - Sault Ste. Marie, ON  
 POSITION STATUS: Part-Time, Permanent (2 Openings)  
 CURRENT HOURS OF WORK: 15-20 Hours/Week (evenings/weekends)

#### JOB DESCRIPTION:

At The Indian Friendship Centre, we are passionate about the cause and the people we serve in our community through various programs and services offered. Homeward Bound Indigenous Women's Support Worker is one of the key forces behind both, and we are currently seeking two individuals who can create a welcoming environment and assist in providing emotional support, and advocacy for self-governing Indigenous women and their children. The ideal person for the job will be responsible for assisting the Urban Indigenous women's pedagogies required through creative and innovative program planning. The selected candidate will also provide transitional services and supports to the participants and their families on a consistent and on-going basis, ensuring the women achieve their goals and successfully complete the four phase Urban Indigenous Homeward Bound-Sault Ste. Marie (UHIB-SSM) program.

#### WHY THE INDIAN FRIENDSHIP CENTRE?

- Meaningful and rewarding work provided in the development and mutual understanding of Indigenous and non-Indigenous people through common activities
- A workplace that values equity, inclusion, anti-racism, self-expression and the development of Indigenous leadership
- A focus on teamwork, passion, and commitment through Indigenous needs, as well as the planning of services with Indigenous people in both public and private agencies

#### PROGRAM SUMMARY:

The purpose of the Urban Indigenous Homeward Bound program is to enrich the lives of women, improve the increase independence and control in their life, assist stabilizing their health, sustain social networks and support unemployed or underemployed Indigenous women complete the required intake process as follows: learn to establish new Skills Training & Academic Upgrading (Phase 1), apply and enroll in Formal Education (Phase 2), seek Internship/Apprenticeship responsibility (Phase 3), and secure full-time Employment (Phase 4), while in turn, providing these women with housing, living accommodations, and community supports, provided they are meeting the requirements and conditions outlined in the program.

### Required Skills

#### RESPONSIBILITIES:

- Assist the Indigenous women residents/clients in skills of daily living
- Organize and conduct groups in areas such as life skills, health teaching, social/leisure/recreational, etc.
- Provide assistance to deliver Homeward Bound program scope, goals and deliverables, ensuring consistency with criteria established

by funding sources and the vision and goals of The Sault Ste. Marie Indian Friendship Centre

- Practice a client-centered and culturally competent approach to ensure high quality programming for clients
- Manage client interaction and support positive behaviour
- Work collaboratively with program staff to ensure client success
- Assist with the delivery of high quality and effective training through a variety of formats including classroom, webbased, online and video learning

#### EDUCATION, TRAINING & EXPERIENCE:

- University degree or college diploma in social services or closely related field
- Minimum 1-year front-line support work experience or client facing role in a community setting
- Continued education in Indigenous studies
- Experience in program implementation
- Able to work effectively both as a team player, and with a high degree of innovation
- Crisis Prevention Intervention certificate is an asset
- Or the equivalent combination of education and experience

#### KNOWLEDGE, SKILLS & ABILITIES:

- Demonstrated experience and proven ability to deal respectfully and competently with clients, diverse community members and partners
- Familiarity with Indigenous women and children at high risk of homelessness, or domestic violence
- Knowledge of social, cultural, historical and well-being needs of Indigenous mothers and children
- Experience planning and organizing interest-based learning experiences
- Development of monthly workshop calendar that advances the collective goals of the program and its clients in collaboration with the Homeward Bound Navigators and Coordinator
- Plan and disperse all workshop materials to program cohorts
- Assist in the coordination of scheduling workshop facilitators
- Assist with residency matters as needed and any other duties assigned by the Program Coordinator
- Current knowledge of best practices in trauma informed mental health (ex. crisis de-escalation, risk assessment, anti-racism, gender-based violence, suicide prevention, harm reduction, etc.)
- Expert organizational and time management skills and ability to multi-task
- Exceptional listening, verbal, written communication and interpersonal skills with a proven ability to maintain sensitivity towards cultural, religious, economic and social beliefs, values and opinions
- and database experience
- Understanding of social media platforms for use of virtual programming
- Knowledge of Ojibway/Anishinaabe culture, language and traditions
- Ability to work independently, but also effectively as a team member

### Other Requirements

#### REQUIREMENTS:

- Proof of valid Covid-19 Vaccination (Dose 1 & Dose 2)
- Current and valid Vulnerable Sector Check, as per the Criminal Record Review Act
- Must possess a valid Driver's License and access to a reliable vehicle
- Must provide a clear Driver's Abstract
- Must have or is willing to obtain First Aid/CPR Training Certification
- Ability to work flexible hours (evenings, weekends, and occasional day-time on-call relief, may be required)
- Occasional travel for networking and/or training purposes

### How to Apply

APPLICANTS MAY SEND A COVER LETTER, RESUME & 3 EMPLOYMENT REFERENCES TO: [HRC@SSMIFC.CA](mailto:HRC@SSMIFC.CA)

The Indian Friendship Centre (IFCSSM) is dedicated to building a workplace that reflects the diversity of the community in which we live and serve. IFCSSM encourages applicants from all qualified individuals. Applicants that may require accommodation during the selection process are encouraged to notify HR when contacted for an interview.

Indigenous people who possess the qualifications, competence, professional capabilities, previous work experience and ability and willingness to meet the defined needs, goals and policies of the IFCSSM will be given first preference.