



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

RELIEF WORKER – ON CALL CASUAL

PROGRAM AREA: COMMUNITY MENTAL HEALTH AND ADDICTION SERVICES
POSITION TITLE: RELIEF WORKER – HARM REDUCTION
REPORTING PROTOCOL: MENTAL HEALTH AND WELLNESS HUB & RECOVERY HOME MANAGER

POSITION SUMMARY: To provide program support for Kettle & Stony Point First Nation’s harm reduction outreach and daytime drop-in, emergency overnight shelter and addiction supportive / transitional housing. Responsibilities include: working with the Harm Reduction Outreach Team to coordinate intake, assessment and registration into programs; distributing food; setting up cots and bedding; supervising guests to the emergency overnight shelter and addiction supportive / transitional housing; performing housekeeping and maintenance tasks; managing escalations between guests to the emergency overnight shelter and addiction supportive / transitional housing and responding to emergency situations; reporting incidents using designated policies and procedures; and peer support and system navigation.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- CPR/First Aid training is required.
- Training in each of Mental Health First Aid for First Nations, ASIST, Critical Incident Stress Debriefing, Security and Trauma-Informed Care is preferred; and
- College diploma or certificate in the social services or addiction and mental health is considered an asset.

SKILLS REQUIRED:

- **Experience working with vulnerable populations is required, including individuals experiencing homelessness and with concurrent mental health challenges and addictions.**
- Experience working with First Nations people in a community-based setting.
- Demonstrated ability to apply a person-centered and strengths- and resilience-based approach to working with vulnerable populations with complex concurrent health challenges.
- Demonstrated ability to work collaboratively as a member of a team.
- Knowledge of the purpose and principles of the Personal Health Information Protection Act (PHIPA).
- Knowledge of support services available in Kettle & Stony Point First Nation and the surrounding area.
- Knowledge of and demonstrated respect for Anishinabe history, culture and traditions.

OTHER REQUIREMENTS:

- Must be willing to work evenings, overnight, and weekends.
- Must provide a Police Records Check; and
- Must provide a copy of all relevant degrees, diplomas and/or certificates.

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN’ General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code,

and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.

- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME
BY CLOSING DATE – OPEN UNTIL FILLED

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: **HR – Relief Worker**
Email to: hr.assistant@kettlepoint.org
Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1
Fax: 519-786-2108

*A full Job Description is available: contact the HR assistant at hr.assistant@kettlepoint.org
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT