



Couchiching First Nation

Announce an employment opportunity for a Health and Recreation Director

The Health and Recreation Director is a full-time middle-managerial position of the First Nation. The Health and Recreation Director is responsible for the planning and implementation of First Nation policy and the administration of health and recreation programs of Couchiching First Nation.

The Health and Recreation Director is responsible for the development, administration and evaluation of the operations of Home and Community Care, Toy Lending Library, Youth Services, Drug and Alcohol Addiction-prevention/intervention Services, Recreational programming and Community Health.

The Health and Recreation Director is responsible for the supervision of employees within the Health, Youth program(s) and Recreation Departments; The Health and Recreation Director reports to the Executive Director.

QUALIFICATIONS:

- Grade (12) High School Diploma or G.E.D.; AND
- Bachelor's Degree in Health or Recreation leadership or a related field, plus a minimum of four (4) years of experience in the provision and management of First Nation or other Aboriginal health programs and a minimum of two (2) years' experience in supervising staff and program management; **OR**
 - Community College Diploma in health management or a related field, plus a minimum six (6) years of experience in the provision and management of First Nation or other Aboriginal health and recreation and minimum of two (2) years' experience in supervising staff and in program management.
- Knowledge of Couchiching First Nation and familiar with families;
- Knowledge of the various programs administered by the First Nation: N.N.A.D.A.P., Child Welfare Prevention, Recreation, Community Health, Education Counseling, Homemaker and Home Support;
- Knowledge of the First Nation's government structure, native culture and traditional life styles of its people;
- Knowledge of Federal/Provincial government/agencies, programs, policies and procedures affecting the health services of the community;
- Must have knowledge and the ability to work with computers and the Microsoft Office Suite), and the Internet;
- Must have excellent oral and written communication skills;
- Must have excellent interpersonal skills;
- Must have good administrative and other office skills;
- Must have good organizational, planning and time management skills;
- Ability to maintain strict confidentiality;

Job Descriptions available upon request.

While all applications are appreciated, only those applicants selected for an interview will be contacted.



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- Ability to research community needs, plan community-based services and prepare written reports on such research and planning;
- Ability to prepare comprehensive narrative and statistical reports and program policy and services procedures; and

Commensurate based on qualifications and experience

TO APPLY:

Applications can be forwarded in person, by post mail, fax or email to:

Amanda French, Human Resource Manager

ATTN: Health and Recreation Director

RMB 2027, R.R#2

Fort Frances, ON P9A 3M3

Email: cfhr@vianet.ca

Location: Couchiching First Nation – Administration Building

All applications must include:

- A cover letter;
- A resume, which includes three professional references, one of which must be from current or former supervisors; and
- Written authorization to contact references.

EXTENDED DEADLINE:

Applications must be received no later than **September 2nd, 2020, @ 3:30 p.m.**

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