



## EMPLOYMENT OPPORTUNITY

*The Western Cree Tribal Council is seeking an individual to fill the position of*

### **Healing Pathways Coordinator**

#### **Term Position: One Year**

**About WCTC:** Western Cree Tribal Council (WCTC) is a dynamic organization committed to promoting the well-being and prosperity of our member First Nations. We are currently seeking a dedicated and experienced Healing Pathways Coordinator to join our team and contribute to our mission of Mental Health and Addiction opportunities, sustainability and growth of our Member Nations.

**Job Overview:** The Healing Pathways Coordinator is responsible for the efficient operation and delivery of the WCTC Healing Pathways Program to all First Nations of Western Cree Tribal Council. It encompasses all current aspects of Western Cree Tribal Council Healing Pathways Program and any future program delivery service endeavors of Western Cree Tribal Council. In general, the Healing Pathways Coordinator will be ultimately responsible for programming, budgets and accountability of the Healing Pathways Program.

This position will be under the direct supervision of the Health Director and shall maintain a direct working relationship with all applicable Western Cree Tribal Council Directors.

**Primary Duties and Responsibilities:** As the Healing Pathways Coordinator you will be responsible for:

- **Budget Preparation and Reporting:** Overseeing program specific financial activities, including budget development, and reporting.
- **Performance Analysis:** Identifying process improvements and barriers by monitoring and analyzing the program success rates.
- **Cross-functional Collaboration:** Collaborating with other agencies and departments to support strategic decision making and enhance the overall success of program participants.
- **Program Facilitation and Event Planning:** Organize and facilitate programs and events, ensuring alignment with organizational goals and participant needs.
- **Case Management** Provide case management services to support participants through program delivery.

#### **Qualifications:**

- Working knowledge of Employment Case Management practices.
- Strong understanding of barriers related to First Nation Mental Health and Addictions issues.
- Experience in facilitating partnerships with external organizations, industry partners, and the Member Nations.
- Ability to support the Healing Pathways Program participants in a positive, courteous, respectful, and professional manner.
- Strong prioritization skills and adaptability to changing schedules and priorities.
- Capable of working independently and collaboratively as part of a team.
- Discretion in handling sensitive information and maintaining confidentiality.
- Excellent skills in writing, planning, organizing, and time management.
- Knowledge of Cree and/or Dene language and culture is an asset.

**How to Apply:** If you are a highly motivated individual, please submit your resume and a cover letter detailing your relevant experience and qualifications to [hr@westerncree.ca](mailto:hr@westerncree.ca) For more information please contact Alicia Jones at 780.518.0241. Please include "Healing Pathways Coordinator" in the subject line.