



POSITION TITLE: Jordan's Principle Coordinator

TERM: Full Time, Temporary (Maternity Coverage Position)

SUPERVISOR: Associate Executive Director

Secwepemc Child and Family Services Agency (SCFSA) is a progressive and culturally focused agency supporting family safety that endeavors to provide outstanding practice to First Nations families residing in the communities of the seven-member bands; Adams Lake, Bonaparte, Neskonlith, Skeetchestn, Tk'emlúps te Secwépemc, Simpcw, and Whispering Pines/Clinton and who reside in Kamloops and the surrounding areas up to and including Chase, Logan Lake and Savona.

Striving to provide exceptional family healing services through prevention-based practice, SCFSA incorporates a Signs of Safety® framework as an innovative, strengths-based, and safety-organized approach to child protection casework.



Job Summary

The Jordan's Principle Coordinator will report to the Community Engagement Team Leader and will help all First Nation and Inuit children and families in the Kamloops area navigate the full range of existing federal and provincial/territorial health, social, and educational programs, and services to address a child's needs. The coordinator will also assist with supporting families access health, education and social supports through Jordan's Principle and Inuit Child First Initiatives to address gaps; and contact ISC BC Region Jordan's Principle team on behalf of these children and their families. This coordinator role is a specialized position which will require an in-depth understanding of the health, education, and social services systems that currently exist in BC. The task would include activities related to case management; intake, assessment and coordination; and community outreach.

Qualifications

Education and Experience:

- A significant combination of education and/or experience related to social work; health care services; and or education;



- Knowledge of and experience working in the areas of health, social services, and education for First Nation people;

Skills and Abilities:

- Strong relationship building and community collaboration in the areas of health, education and social services;
- Knowledge of the community and available resources, both locally and provincially;
- Ability to work with a variety of stakeholders and build relationships with First Nations families and communities;
- Manage one's own workload effectively, efficiently, and independently, achieving results within acceptable time frames;
- Proficient in Microsoft Office (Outlook, Word, Excel, and Power Point), Adobe Acrobat, and Social Media web platforms;
- Strong listening, oral and written communication skills;
- Must have strong administrative and organizational skills;
- Ability to work independently and as a member of a diverse team, where productive relationships are developed and maintained;
- Recognizes and respects all cultural diversity and has an understanding of local Aboriginal culture and traditions.

Working Conditions:

- Travel to multiple locations will be required;
- Potential for violence in the workplace;
- Hours of work are nonstandard and connected to services and community needs;
- Receives regular supervision with direction and checks of the work performed.

Conditions of Employment:

- Must be able to obtain and maintain a Criminal Record Check;
- Must be able to obtain and maintain a valid BC Driver's License, class 5 with no restrictions;
- Must provide a vehicle in good operating condition and appropriate insurance to meet program requirements.



Directly Supervises:

- None

Pay Grade:

- Starting wage is \$33.4010

An eligibility list may be created.

SUBMIT COVER LETTER and RESUME

Stacey Archie – Human Resources Assistant

By July 15, 2022 at 4:00 pm.

Stacey.archie@secwepemcfamilies.org

Note: only screened in applicants will be contacted. As per Section 41(1) of the BC Human Rights Code, preference may be given to qualified applicants of First Nations ancestry. Preference may also be given to applicants who can demonstrate knowledge and/or experience with Secwépemc language, culture, history, and customs.