



JOB POSTING
SOCIAL SERVICES SYSTEMS NAVIGATOR
FULL-TIME INDEFINITE HIRE
COMMUNITY SUPPORT
DEPARTMENT OF COMMUNITY AND SOCIAL SERVICES

SALARY LEVEL: HS07 ST 3 \$48,574.44

DEADLINE TO APPLY: SEPTEMBER 25, 2023, BY 4:00PM

SUMMARY OF RESPONSIBILITIES:

Under the supervision of the DCSS Director, the Social Liaison Service Navigator will act as a System Navigator by linking clients with the correct information and resources to help them achieve their short term and long-term goals including their short- and long-term health care goals. The incumbent will work as a liaison between clients, health care providers, social service providers, housing, police, all MCA departments, and staff to assist the client in achieving optimal health, independence, and dignity. With a focus on Harm Reduction, Mental Health, and the Homeless Population, the incumbent will ensure quality care through care planning, completing assessments, communication, navigation, client safety, collaboration, and sustainability. The incumbent will work collaboratively with all involved providers, agencies, and MCA Departments to develop and implement trauma informed and culturally competent services to community members. **The incumbent will not be tied to one program or population as the incumbent will be required to work across all departments when assigned to do so.**

QUALIFICATIONS:

- A Bachelor's Degree in Social Work (Registered as a member in good standing with the College of Social Work of Ontario).

OR

- 2-year diploma in the Human Services Field with 1-3 years experience.
- Experience in community practice engaged in either case management or multi disciplinary approach to client care is preferred.
- Current certification in First Aid and CPR.
- Knowledge and experience with First Nations Culture an asset.
- Criminal Reference-CPIC and vulnerable sector.
- Valid Driver's license to maintain and continuously meet the MCA fleet management policy.
- A minimum of 1 year's experience in the Human Services field.
- A minimum of 1-year's experience in the healthcare field.

All interested applicants **MUST** submit all of the following documents:

1. a cover letter,
2. resume,
3. copies of all relevant certificates/diplomas,
4. status card (if applicable) and
5. three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment.

Applicants must clearly outline that they meet the qualification requirements on their resume. Native preference in hiring. A criminal record check is mandatory before start of employment. As a requirement of employment, all applicants must have a Canadian Social Insurance number. An eligibility list will be created for one year. We thank all applicants for their interest, however, only qualified candidates invited for an interview will be contacted. MCA reserves the right to retract, postpone, or revise employment opportunities at any time.

Submit application packages using one of the following methods (email preferred):

E-mail: jobs@akwesasne.ca

Mail: MCA Staffing Officer, PO Box 90, Akwesasne, Quebec H0M 1A0

Drop Off: 10 Akwesasne St, Administration Building #3, Akwesasne, Quebec H0M 1A0