



**JOB POSTING**  
**TRADITIONAL MEDICINES SUPERVISOR**  
**FULL TIME INDEFINITE HIRE**  
**WHOLISTIC HEALTH & WELLNESS PROGRAM**  
**DEPARTMENT OF HEALTH**

**SALARY LEVEL: DS04 ST 2 \$60,008.54**  
**DEADLINE TO APPLY: OPEN UNTIL FILLED**

**SUMMARY OF RESPONSIBILITIES:**

Under the direction of the Wholistic Health & Wellness Program Manager, the incumbent's priority is to supervise and support the cultural, health and wellness pathway of all clients. This includes direct supervision, assisting and guiding the traditional medicine team to identify the needs of clients and their family; ensuring plans of care reflect continuity and an integrated approach to quality care, advocacy, and networking.

The incumbent will work collaboratively with the Traditional Medicine Health Specialist, the Traditional Medicine Practitioners, the Cultural Counsellor, the Traditional Medicine Nurse, and the Administrative Assistant. The Traditional Medicine Supervisor will support Traditional Healing practices and increase accessibility to community members. The Traditional Medicine Supervisor will oversee patient records; employee performance and collaborate with other healthcare professionals to deliver quality care to community members. The Traditional Medicine Supervisor will assist with administrative responsibilities, reporting and any financial requirements.

**QUALIFICATIONS:**

- University Degree in Social Work or Related Discipline
- 5 years' experience working in a community support/development capacity
- Minimum 3 years Supervisory Experience
- Understanding of Traditional Medicine, teachings, practices, and protocols
- Certification in Case Management an asset
- Certified First Nations Health Manager Credential an asset
- Indigenous Addiction Certification an asset
- Valid driver's license to maintain and continuously meet the MCA Fleet Management Policy

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](mailto: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