



**JOB POSTING NAVIGATOR
(2) FULL-TIME TERM (PRESENT-MAY 2023)
W/ POSSIBILITY OF EXTENSION
JORDAN'S PRINCIPLE
DEPARTMENT OF HEALTH**

SALARY LEVEL: HS07 ST 2 \$44,909.80

UNDERFILL: HS07 ST1 \$43,182.50

DEADLINE TO APPLY: OPEN UNTIL FILLED

SUMMARY OF RESPONSIBILITIES:

Under the direction of Program Manager with oversight by the Health Director, we are seeking 3 highly motivated dynamic individuals to fulfill responsibilities of a Jordan's Principle Navigator on behalf of the Akwesasne Community. In partnership with the Independent First Nations and governed by Mohawk Council of Akwesasne Policies. This position will be providing liaison, information sharing, service coordination. Undertake data collection of Jordan's Principle cases and unmet service gaps. (i.e. Jordan's Principle Tracking tool) and develop options for discussion of service coordination delivery models pertaining to the Akwesasne Communities with Jordan's Principles priorities and service gaps.

QUALIFICATIONS:

- Minimum 2-year Post Secondary diploma/degree in health/social sciences, business, or related discipline, and;
- 2-year experience in First Nations Health Administration and or in Service Coordination/Management or;
- 2-year experience working in Health or Social Services and experience navigating through various service agencies and creating service coordination networks;
- Must possess a valid class "g" driver's license and be willing to use personal vehicle during the course of employment.
- Must provide Proof of COVID-19 Vaccination.
- UNDERFILL: One (1) year Post Secondary Certificate or equivalent with 5 years' experience in related 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. proof of COVID-19 vaccination,
5. status card (if applicable) and
6. 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