



**PLEASE POST**



**EMPLOYMENT OPPORTUNITY**

The Ontario Federation of Indian Friendship Centres is currently accepting resumes for the position of **Aboriginal Addictions and Mental Health Program Support Worker**. This position will function within the terms of the OFIFC Personnel Policy and other applicable policies of the organization.

**RESPONSIBILITY** The program support worker is responsible to provide on-going culture based training; field support; and, statistical support and analysis to ensure program standards are met in the Friendship Centre delivery sites. The program support worker will ensure that programs adhere to all Ministry requirements and OFIFC policies and procedures, ensuring all statistical reporting is complete.

**QUALIFICATIONS**

- Must have knowledge regarding the health care system, specifically the addictions and mental health services available to urban Aboriginal people;
- Must have experience in planning, coordinating, implementing and monitoring community-based programs, specifically related to addictions and mental health;
- Must have experience in program development, data collection, data management, file maintenance, proposal writing and evaluation;
- Excellent communication, presentation/facilitation skills, and experience in training;
- Ability to work as a team member and meet deadlines with minimum supervision;
- Must have knowledge about Ontario's Friendship Centres and their various program and services, as well as other Aboriginal and mainstream agencies that provide addictions and mental health programs and services;
- Must have an understanding of Aboriginal culture and the social reality that Aboriginal people experience in an urban setting;
- Must have understanding of the historical and contemporary issues related to Aboriginal addictions and mental health;
- Must be able to travel extensively to Friendship Centre locations throughout Ontario; and
- A clear Criminal Reference Check (CPIC) and Vulnerable Sector Clearance will be a condition of the employment offer.

**SALARY**

Up to \$61, 987 per annum - dependant on qualifications and probationary grid rate applies.

**SEND RESUME AND COVER LETTER TO:**

Sylvia Maracle, Executive Director  
Ontario Federation of Indian Friendship Centres  
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**POSTING DATE: February 13, 2012**

**CLOSING DATE: February 29, 2012**

(3 employment references will be required at the time of interview).