



Employment Opportunity **Prevention Program Facilitator**

Reference No. LS-PRE-FAC-1019

PURPOSE: Reporting to the Office Manager/Embracing Life Coordinator, the Prevention Program Facilitator will organize, structure and design program activities primarily through the Heartstones program which functions to support the development of Cowichan children and youth's relationship with the members of their households. **This is a full-time permanent position with moderate local travel required.**

RESPONSIBILITIES:

- Designs, develops and produces program activities to encourage the connection of children and youth to their families of care; Ensures activities are facilitated according to Program design;
- Provides direction and support to Prevention Program Workers; Receives and evaluates daily reports from Prevention Program Workers;
- Organizes referrals and the Heartstones Program Calendar of event;
- Meets 1-1 with new referred households to complete an assessment of the current environment of care for the child or youth and their household membership;
- Recommends programming options and 'best fit' for each family situation;
- Encourages and develops programming to support relationships between Cowichan children and youth and their families;
- Works with respect and acknowledgment of the different situations of care (family, extended family, foster care) for Cowichan children and youth;
- Ensures the ongoing management of referrals, reviews and household participation;
- Documents reported activities in Best Practice;
- Leads monthly Heartstones Meetings;
- Other related duties as required.

EDUCATION AND EXPERIENCE: (please attach all required documents)

- Post-secondary education in Early Childhood Education, Early Years Programming, Child Development or Child Welfare Programming;
- 5 years recent work experience facilitating programming or family support programming to individuals and/or groups in the Child Welfare, Early Years, Education or Community Services Delivery fields; Experience with group facilitation, Indigenous youth engagement, or community outreach an asset;
- Clear Criminal Record and a Criminal Records Review Act check;
- Valid First Aid / CPR Certificate and Safe Food Handling certification is an asset;
- Minimum Class 5 driver's license is required, and a reliable vehicle- use of personal vehicle may be required occasionally. Class 4 driver's license will be considered an asset.

SKILLS, KNOWLEDGE, AND ABILITIES:

- Knowledge and awareness of Cowichan culture and history;
- Knowledge of the history and impacts of colonization and Residential School on families;
- Knowledge of Hul'qui'minum common words will be considered an asset;
- Ability to engage people to build trust and rapport; effective verbal and listening communication skills;
- Strong organizational and group facilitation skills;
- An understanding of child welfare and the impacts of Residential School;
- Demonstrated ability to multi-task and manage time effectively.

Interested applicants are invited to submit a current resume and a detailed cover letter clearly stating how you meet the qualifications listed in the job posting. Please reply to the undersigned, quoting the reference number and position title.

Attention: Reference No. LS-PRE-FAC-1019

Human Resources Department, Cowichan Tribes

5760 Allenby Rd. Duncan, BC V9L 5J1

Email: resume@cowichantribes.com

Website: <http://www.cowichantribes.com/employment>

Deadline: 4:00 p.m. Thursday, October 17, 2019.