

CONTRACT EMPLOYMENT OPPORTUNITY
Health Safety & Wellness Advisor
Term Contract (March 31, 2020)

Summary of Position:

Nokiiwin Tribal Council requires one (1) experienced, knowledgeable, and motivated Health Safety & Wellness Advisor. Working in a team centered environment, and reporting to the Executive Director, the Health Safety & Wellness Advisor will work both the Health & Safety Advisor and the G'minoomaadozimin Steering Committee to develop mental health practices in accordance with Anishnaabe Culture and practices for Nokiiwin member First Nation communities.

The Health Safety & Wellness Advisor's primary function is to facilitate services that assists member First Nation workplaces improve health and wellbeing. To achieve this important goal, the Advisor must also consult on priorities, develop workplans and budgets, seek innovative solutions, pursue additional resources, measure success, build a central source of information, maintain professional networks, advocate on behalf of communities.

Preferred Qualifications:

- Experience with project management and project management principles
- Knowledge of mental health and lateral violence realities from a First Nation community and organizational context
- Experience working with Nokiiwin First Nations communities and organizations
- Strong communication, time management, and problem solving skills
- Strong documentation capacity with the ability to meet stringent deadlines
- Experience with facilitation and community engagement
- Experience in the delivery of workshops and training
- Experience with business writing and communications
- Possess a post-secondary degree or diploma in business administration with proven experience in project management.
- Experience writing proposals and grant applications is an asset
- Must be computer literate including MS Office and internet use
- Fluency in Anishnaabe, knowledge and appreciation of Anishnaabe culture and heritage are assets
- Valid driver's license and current satisfactory criminal reference check is required
- Ability to travel to and work in Nokiiwin communities

For a copy of the position profile please go to www.nokiiwin.com

Interested candidates must submit their **resume along with a cover letter and three (3) employer references by Monday February 25, 2019 by 4:00 p.m.**

HIRING COMMITTEE

Nokiiwin Tribal Council

384 Fort William Road, Thunder Bay, ON P7B 2Z3

E-mail: reception@nokiiwin.com

Fax: (807) 474.4238

Only candidates who meet the qualifications and are granted an interview will be contacted.