



## kʷikʷəłəm Kwikwetlem First Nation

### **About kʷikʷəłəm (Kwikwetlem) First Nation**

kʷikʷəłəm First Nation are a distinct BC First Nation whose traditional territory centers on the Coquitlam River Watershed and the surrounding areas. kʷikʷəłəm draw our name “Red Fish Up the River” from a run of sockeye salmon that once flourished in the Coquitlam River and Coquitlam Lake prior to the construction of the Coquitlam Dam. Our name reflects the strong connection our people have always had to our lands, and the river and lake at the heart of our traditional territory. The traditional language of the kʷikʷəłəm people is hə́hə́mihə́m. Our people descended from Elders who were renowned as spirit and winter dancers, skilled canoe builders and master sturgeon and salmon fishers. The Nation is committed to building a strong, self-governing Nation which honors our rich culture, language and history and is based on ancient Coast Salish laws and protocols. Today, as in the past, we are guided by our teachings of our ancestors to be stewards and guardians of our lands and water for past, present, and future generations.

### **JOB SUMMARY**

Kwikwetlem First Nation (KFN) is looking for a skilled Community Wellness Coordinator. Reporting to the Director of Community Services, working from a trauma informed perspective, the Coordinator supports the daily operations of the KFN Health and Wellness programs. Duties include providing counselling, support and guidance to: families with children involved with child and family agencies and the Ministry of Child and Family Development (MCFD); and community members seeking mental wellness and substance use counselling and treatment services.

### **DUTIES AND RESPONSIBILITIES**

- Provides counselling, support, and guidance in a culturally sensitive manner on a one-to-one basis, families, in groups, circles and couples.
- Educates the community by facilitating daytime and evening workshops; make referrals for clients to residential treatment centers as required and help facilitate aftercare.
- Prepares and distributes monthly calendars for all planned activities such as workshops and community activities.
- Facilitates wellness circles.
- Provide crisis intervention, liaise with community professionals and ensure follow-up occurs.
- Prevention work to lessen the involvement of child protection by child & family service agencies.
- Attends meetings and court with families involved with child and family services agencies.
- Maintains appropriate case documentation concerning assessment, client goals, service actions, and case evaluation.
- Provides monthly and year end statistical reports to the Director.
- Assess the needs of individuals and families in the community and make recommendations for program planning and implementation.



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- Liaise between and make referrals to other agencies or internal departments regarding individuals/families.
- Other duties or responsibilities as assigned by the Director.

**KNOWLEDGE AND SKILLS**

- Certificate, diploma or degree in social work, addictions, or mental wellness.
- 3-5 years of related work experience in First Nations communities.
- Experience providing substance use programming, counselling, referrals, and aftercare services.
- Ability to assess the needs of individuals and families in the community and make recommendations regarding program planning and implementation.
- Knowledge and experience working within child protection and helping clients navigate child & family service agencies.
- Ability to keep case documentation concerning assessment, client goals, service actions, and case evaluation.
- Advanced computer skills including Microsoft Office Applications (Word, Excel, Internet, and Outlook).
- Well-developed interpersonal and communication skills, both oral and written.
- Flexibility and the ability to handle a diverse and complex workload.
- Excellent problem-solving skills and the ability to work under pressure and manage conflict effectively.
- Ability to work independently with minimal day-to-day supervision.
- Demonstrated respect for Indigenous culture, traditions and protocols.

**OTHER REQUIREMENTS**

- Satisfactory Criminal Record Check (vulnerable sector)
- Full Class 5 Driver's License with a clean driver's abstract and access to personal vehicle.
- A willingness to work flexible hours, including evenings and weekends, in some cases if an event requires it.
- Completion of and possession of valid CPR and First Aid Certificate an asset.

**About the Rewards**

After successfully completing the first three months of employment, you will be eligible for a comprehensive employee benefits package that includes:

- Extended Health, Dental, Vision benefits, Short-Term, Long-Term, and Life Insurance



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- Family and Employee Assistance Program
- Registered Pension plan with an employer match

This is a great opportunity to contribute at an exciting time of growth and change within the Kwikwetlem Nation, and to be a part of a team that creates a place that supports growth and promotes the values of the Kwikwetlem people. If this opportunity matches your values, education, and experience, please send a cover letter indicating your salary expectations and a resume to [hr@kwikwetlem.com](mailto:hr@kwikwetlem.com)

We thank all applicants for their interest, however only short-listed candidates will be contacted.