



# Northwest Child Development Centre

*Working together with families, collaborating with communities, strengthening the region*

## **NWCDC**

### **Jordan's Principle Service Coordinator**

**Full-time permanent position (35 hours/week) or 2 part-time permanent positions (17.5 hours/week; one for Hazelton, one for Smithers)**

**Bulkley Valley/Stikine based in our Smithers or Hazelton Office**

**Start date: Posting open until filled**

#### **Job Summary:**

NWCDC is currently seeking a qualified candidate for the position of Jordan's Principle Service Coordinator. The Coordinator will provide knowledgeable support to assist First Nations Children and Parents/Caregivers and Community Members. The Coordinator will be a support for applications through Jordan's Principle funding. The Coordinator will assist with case management, intake and assessment and coordination in navigating and accessing the full range of federal and provincial health, social and educational services and supports to address their unique needs. The Coordinator will serve as a point of contact for children and families; health care providers; and First Nations Communities who are requesting support directly related to children and youth. The Coordinator will work collaboratively with other service providers and community teams; in an outreach model to the service area.

#### **Geographical Area:**

Bulkley Valley & Stikine District (Gitanyow to Houston; all communities therein)

#### **Qualifications:**

- Minimum Bachelor's Degree in Social Work, Health, or a Bachelor's Degree in a related field.
- Three or more years of experience working with First Nations Health, Social and/or Education sector.
- Experience in screening and assessments tools as well as case management is required.
- Knowledge of Indigenous history and culture of the communities in the Region and historical relationship between Canada and Indigenous People.
- Knowledge of complex social, economic, and political issues impacting Indigenous families.
- Knowledge of how culture impacts the development of individuals and communities.
- Knowledge of the challenges and barriers within Northern rural and remote communities of B.C.
- Excellent communication skills both oral and written. Team player.
- Valid driver's license and reliable vehicle is required.
- Criminal Record Check Clearance -required.
- COVID 19 Full Vaccination – required.
- *In accordance with Section 41 of the BC Human Rights Code and Section 15 of the Canadian Charter of Rights and Freedoms, preference will be given to qualified candidates with Aboriginal ancestry.*

**Those interested please submit the following: cover letter, resume and three (3) professional references to Executive Director – [hr@nwcdc.ca](mailto:hr@nwcdc.ca) . Closing Date: Open until filled.**

**NWCDC thanks all interested applicants, only those chosen for an interview will be contacted.**