

NORTHERN NISHNAWBE EDUCATION COUNCIL



EMPLOYMENT OPPORTUNITY

NNEC is a non-profit educational organization. Under the direction of the Sioux Lookout District Chiefs, NNEC delivers secondary and post-secondary education programs and services for First Nations people. NNEC operates Pelican Falls First Nations High School, Pelican Falls Centre, Dennis Franklin Cromarty High School, and Wahsa Distance Education Centre. NNEC has offices in Lac Seul (head office), Sioux Lookout and Thunder Bay. NNEC welcomes applications for the following position:

SSSP ACTIVITY WORKER Secondary Student Services Program (SSSP) Thunder Bay, ON

Under the direct supervision of the Program Manager, the Activity Worker will promote healthy lifestyles of the SSSP students through involvement in recreational programming and activities throughout the school year. The hours of work will be Monday to Friday, 2 p.m. to 10 p.m. and will include some weekend work.

RESPONSIBILITIES:

1. Plan, schedule, promote and deliver after-hour recreational activities throughout the school year for the students
2. Keep in constant communication with the fellow SSSP administration and staff team to ensure participation.
3. Post calendars of all programming and share with the SSSP department and students.
4. Work with and encourage students to provide input on activities.
5. Ensure the activity areas and washrooms are tidy before end of shift.
6. Work with SSSP Manager for approval on budget, activities and calendar
7. Develop a comprehensive network of supports, resources, and services that are available to students in Thunder Bay
8. Other duties as assigned.

QUALIFICATIONS:

1. Minimum Grade 12 diploma
2. A diploma in Recreation and Leisure, Recreation Therapy, Youth Worker, Indigenous Services Worker, Mental Health, Social Services Worker or other relevant course preferred, but not required.
3. Excellent communication skills.

4. Proficiency and experience in all applications of Microsoft Outlook (Word, Excel, PowerPoint).
5. A cooperative attitude when working with staff, students and public
6. Fluency in Oji-Cree, Cree or Ojibwe is an asset
7. Class "G" Driver's License
8. CPR and First Aid (Willing to provide this training)
9. A knowledge of and sensitivity to First Nations history, culture, and student issues
10. Thorough knowledge of community resources available to First Nations youth
11. Strength in developing strong connections at the community level
12. Experience working with First Nations students

SALARY: \$54,600 to \$67,151

All staff are compensated 13 weeks of vacation either with vacation days, monetary compensation or a combination of both.

**NNEC thanks all applicants in advance; however, only those selected for an interview will be contacted. NNEC requires a Criminal Record Check and/or a Vulnerable Sector Check for all positions. This advertisement is for a new position and will remain open until filled. Please submit your cover letter, resume and three references (with written permission for NNEC to contact) to Human Resources, NNEC Head Office, fax (807) 582-3865 or by email to humanresources@n nec.on.ca.