



Employment Opportunity:

Jordan's Principal Service Coordinator

The 3Nations Society is seeking to recruit an energetic and qualified person, capable of working efficiently and effectively without direct supervision, to be responsible for coordinating services for First Nations children and families in the seven 3Nations (Tahltan, Tlingit and Kaska Dena) communities. For information on the 3Nations Society, visit our website at <https://3nations.org/>.

The Jordan's Principle Service Coordinator provides knowledgeable support to assist children and families with case management, intake, assessment, and coordination to navigate the full range of federal and provincial health, social, and education services and supports to address children's needs.

The successful applicant will be provided with training on the Standard Operating Procedures of Jordan's Principle. The Jordan's Principle Service Coordinator will work closely with the Stikine Wholistic Working Group (SWWG) team in each community, and will be supported by the members of the 3Nations Technical Team. We will do our utmost to help you succeed!

The successful candidate will be expected to work from a 'home office,' either in a 3 Nations community or a location close to our ancestral territory. Travel to 3Nations communities will be required, subject to COVID restrictions.

Salary will be commensurate with Social Worker rates in the province: \$65,666 per annum (based on 52 weeks X 35 hours per week X \$36.08 per hour), plus benefits. Three weeks' vacation per year. Preference will be given to First Nations applicants, but all qualified persons are welcome to apply.

Letter of application, CV and names/contact info for three references must be submitted to Jack Hicks, 3Nations Executive Director, at executivedirector@3nations.org by **midnight on Monday, January 25.**

DUTIES

- Promote Jordan's Principle to families, communities, and service providers; encourage children with unmet needs and their families to secure access to needed services and supports; submit requests to Indigenous Services Canada (ISC) on behalf of such children and families.
- Nurture relationships across community-based programs and services, service providers, and First Nations, federal, provincial and territorial programs and services.
- Identify/develop possible models of service delivery that will improve timely access to services for First Nations children living in or outside their communities.
- Where families may require assistance, assist them in identifying service providers to support children's access to quality and culturally appropriate health, education, and social services, and supports across all stages and levels of care.
- Support data collection and analytical activities to better understand the scope of children's needs and nature of service gaps, such as by distributing annual client surveys provided by ISC.
- Support families and children with identified unmet needs with seeking supports or resources from provincial, federal, or other health, social and education systems. Should there be a denial, delays or disruption of services the Coordinator will support child or family on child's behalf to complete Jordan's Principle request.
- Work with ISC through the National Call line for weekend coverage support to the agency.

KNOWLEDGE, SKILLS AND ABILITIES

- Demonstrated proactive approaches to problem-solving with strong decision-making capability.
- Highly resourceful team-player, with the ability to be extremely effective independently.
- Ability to handle unpleasant and emotionally charged situations.
- Strong understanding of social, economic, political, and historical concerns in 3Nations communities.
- Strong advocacy skills, time management, debriefing / de-escalation skills.
- Interviewing skills.
- Ability to communicate in an appropriate manner orally and in writing.
- Ability to effectively use Microsoft Office applications.
- Excellent interpersonal and communication skills.
- Must demonstrate flexibility, adaptability, and exceptional customer service.

EDUCATION AND EXPERIENCE

- A significant combination of education and/or experience related to social work, health care services, and/or education; preference will be given to those with a Bachelor of Social Work degree or other relevant post-secondary education.
- Must have experience working with First Nations children, youth, families, and communities.
- A valid BC or Yukon class 5 driver's license and a criminal record check are mandatory.