



Quatsino Band Council

305 Quattishe Rd.
Coal Harbour, B.C.

V0N 1K0

Phone: (250) 949-6245

Fax: (250) 949-6249

Quatsino is seeking a Child & Youth Coordinator.

The Child & Youth Coordinator is responsible for child & youth specific activities and program. They will be required to balance their time providing programming/workshops and one-to-one support to assist the youth in achieving their harm reduction goals through referrals, skill development, education, mentorship, and cultural continuity. In addition, the Child & Youth Coordinator is tasked with collaborating with other department workers to develop inter-generational opportunities for Youth and Elders centred on decolonization and land-based healing.

Role and responsibilities which is included but not limited to:

- Assists with group programs, events and services as required.
- Connects youth with relevant community resources and encourages the youth to follow through with those services.
- Creates programming and provides supports that are trauma informed, harm reduction focused and centered on decolonization and land-based healing.
- Act as principal advocate for the needs, goals and care of children & youth.
- Referral management: based on the needs and goals of each participant ensure that appropriate referrals are made monitored and evaluated on an individual basis
- To provide direct group and individual services to the youth, as needed
- Maintains accurate case files and case management plans.
- Provides monthly, quarterly and annual reports.

Education and Experience Required:

- Experience working with Indigenous communities and/or organizations.
- Knowledge of Kwakwaka'wakw culture and traditions would be considered an asset.
- Bachelor Degree in Social Work, Child and Youth Care and/or equivalent combination of training, education and experience considered an asset
- Demonstrated success in interventions, crisis and outcomes.
- Proficiency in MS Word, MS Excel, Gmail, Facebook and Zoom is essential.
- Excellent communication skills – written and verbal.
- Ability to prioritize projects and strong problem-solving skills.
- Research skills and attention to detail.
- Valid drivers license along with access to a reliable vehicle.
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Location: Quatsino; Coal Harbour, BC

Salary Range: Dependent on experience.

Employment Term: Full time hours (35 hours/ week). Some evening and weekends will be required.

Reports To: Director of Family Social Services

Deadline: Open until filled. Submit Cover letter, Resume, and two references attention Ronna to familyservices@quatsinofn.ca