



**MOOSE DEER POINT FIRST NATION
GOVERNMENT SERVICES**

3720 Twelve Mile Bay Road
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P: 705 375 5209 / F: 705375 0532

**MOOSE DEER POINT FIRST NATION EMPLOYMENT OPPORTUNITY
National Native Alcohol and Drug Abuse Program (NNADAP) Worker
Permanent Full-time**

Under the direct supervision of the First Nation Administrator, the NNADAP worker will be responsible for performing a variety of duties related, but not limited to, all areas of planning alternative programs that focus on the reduction and prevention of alcohol and substance abuse. The NNADAP worker will focus on activities, events, workshops, seminars, one-on-one counseling, and group counseling. The NNADAP worker will take a continuous, proactive role in planning, developing, and implementing activities aimed at discouraging substance abuse.

The NNADAP worker will adhere to the overall job description, maintain a knowledge base on all areas of responsibility and will be responsible for leadership in all assigned addictions and prevention areas. The NNADAP worker will ensure that activities related to these priorities will be carried out in a manner that reflects positively on the Moose Deer Point First Nation and complies with all funding agreements, policies, and procedures.

DUTIES AND RESPONSIBILITIES

- promote positive lifestyle choices and prevention of alcohol/substance abuse addictions by utilizing various program initiatives
- plan and implement effective methods of delivery quality programs focusing on healthy lifestyle choices aimed at preventing alcohol/substance abuse to the community
- promote community health development through the provision of education and the awareness of the effects from drugs and alcohol
- provide educational workshops for the effects of prescription drugs
- access and/or develop culturally appropriate materials for community members
- provide alternative activities (i.e., cultural, traditional, recreational, physical) in the community and ensure that they are well organized and advertised
- offer and coordinate cultural healing through song, teachings, or other cultural activities
- provide assessment, counseling, support, and referral services that respects the individual's choices
- process referral to treatment centers or other counseling services
- assist clients requiring health related assessments as required for treatment
- provide AA, Al-A-Non and Al-A-Teen meetings (or ensure individuals are aware of these services and have access to them)
- participate in case management meetings
- provide advocacy and assistance where necessary (i.e., transportation to AA, Al-A-Non, Al-A-Teen, social services etc.)

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- provide alternative forms of addiction therapy
- provide information of what an individual should expect when going to Detox/treatment center
- develop and provide an aftercare program for individuals returning from Detox/treatment center
- schedule weekly appointments with clients
- to make referrals for counseling for sexual abuse, family violence and co-dependency issues
- network and liaise with internal and external agencies
- encourage community participation, volunteering and awareness of the need for addictions prevention
- participate in regular meetings and workshops as directed
- maintain confidential client records
- prepare and submit reports, as required, by management and outside agencies in a timely manner
- prepare annual budgetary requirements and monitor expenses monthly
- complete correspondence and documentation as required
- adhere to policy regarding the safeguard of health records and patient/client information
- provide educational topics in the monthly newsletter

QUALIFICATIONS

- NNADAP certification, preferred or willingness to obtain
- Two-year diploma or degree in other relevant field; equivalent combination of education and experience in addictions training preferred and will be considered
- Experience working with Indigenous organizations and communities
- Knowledge and understanding of the factors and issues impacting and influencing Indigenous communities
- Knowledge of local Indigenous culture and traditions
- Understanding of crisis management and the ability to deal with life threatening situations including suicide prevention
- Ability to provide one on one and group counselling
- Ability to maintain strict confidentiality guidelines
- Ability to undertake client intake and conduct client assessments
- Knowledge of and willingness to actively support traditional healing practices
- Excellent oral and written communication skills
- Proficient knowledge of Microsoft Office (Excel, Word, and Outlook)
- Ability to work variable work hours, including weekends and evenings
- Must possess a valid driver's license, have reliable transportation and be willing to travel as required
- Ability to provide a CPIC Check and Vulnerable Sector Check

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Cover letter and resume, along with three employment references should be submitted to the First Nation Administrator marie.martinezdiaz@mdpfn.com.

Please indicate **NNADAP** in the subject line.

Applications will be accepted until this position is filled.

Thank you to all those who apply but only candidates selected for an interview will be contacted