



MATAWA HEALTH CO-OPERATIVE

YOUTH LIFE SKILLS COACH

JOB DESCRIPTION

Must be “fully vaccinated” against COVID-19. (In Ontario, a “fully vaccinated individual” is defined as one who has received the required number of doses as outlined by Health Canada and they have received their final dose of the COVID-19 vaccine at least 14 days ago.) Must provide Health Canada’s proof of vaccination (vaccine receipt or enhanced vaccine certificate).

PURPOSE OF THE POSITION

Matawa First Nations established the Matawa Health Co-operative (MHC). This provincially incorporated Co-operative consists of the nine Matawa member communities – Webequie, Neskantaga, Nibinamik, Eabametoong, Marten Falls, Aroland, Ginoogaming, Long Lake #58, and Constance Lake First Nations.

The MHC Youth Life Skills Coach will work closely with the Director of Mental Health Services, the Mental Health Team, and Matawa Health Cooperative staff. They will report to the Executive Director of the Matawa Health Co-operative.

SCOPE

The Youth Life Skills Coach will provide support and programming coordination and delivery as it pertains to the topics of life skills, specifically to First Nations youth from the communities served by Matawa. This role will offer preventative service delivery and programming from a holistic perspective; seeking to address all areas of wellness including: physical, mental, emotional, and spiritual.

RESPONSIBILITIES

- Support Matawa youth in learning/developing life skills addressing areas that may include but are not limited to:
 - activities of daily living,
 - budgeting and managing finances,
 - communication,
 - decision making,
 - emotional regulation and coping skills,
 - employment/career readiness,
 - food security,
 - goal-setting,
 - healthy living,
 - housing,
 - interpersonal conflict & healthy relationships;
 - parenting,
 - post-secondary education and trades,
 - problem solving and planning,
 - sexual health,
 - and social skills;
- Work with Matawa youth to promote and build independence, confidence, and self-sustainability. Overall outcomes are to encourage our Matawa youth to learn, practice, and rely more consistently on healthier coping mechanisms and lifestyle choices;
- Plan, coordinate, and deliver relevant life skills programming for Matawa youth which foster and promote independence. Flexibility with delivery and facilitation of programming is required as this may be done in person, hands-on/land-based, or online/virtually;
- Resource development: developing and offering culturally appropriate life skills resources, materials and supports;
- Work to establish an on-line presence on social media platforms that represents our Mental Health Team as well as our services;

- Work from a lens that recognizes Maslow's Hierarchy of Needs as well social determinants of health and how these can both influence overall outcomes of the youth we support;
- Work collaboratively with other organizations, supports, and professionals that exist within Northwestern Ontario and Matawa region to deliver focused services that target areas of expertise;
- Work as part of a multi-disciplinary team (includes but is not limited to MHC Staff, Chief & Council, Matawa Health Directors, Choose Life Workers, Youth Workers, Elders and Traditional Knowledge Keepers);
- Work towards ensuring we are meeting the unique needs of each of our communities and providing services/service delivery that is responsive to those needs;
- Maintain professional competencies throughout ongoing education and/or programming, and act as a resource person to Matawa youth/young adults;
- Maintain accurate and confidential client records electronically and in a timely manner. Able to maintain healthy, professional boundaries, and to operate within legal limitations of said confidentiality;
- Follow duty to report requirements as necessary;
- Participate in regular supervision and team meetings as required;
- Travel to Matawa First Nations communities, often by small aircraft, is required;
- All other duties as deemed necessary by your immediate Lead/Supervisor.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge

The incumbent must have proficient knowledge in the following areas:

- Knowledge of foundational theories, principles, and practices as they relate to Social Services, Social Work;
- Knowledge of Maslow's Hierarchy of Needs as well social determinants of health and how these can both influence overall outcomes of First Nation youth and young adults;
- Strong knowledge of practice regulations: familiar with privacy, confidentiality, and duty to report;
- Knowledge of community support services, both in Thunder Bay, Northwestern Ontario, and Matawa region;
- Familiarity with navigating intersecting systems including healthcare, education, justice or corrections, social services, employment services, income and/or food security;
- Knowledge of Western and First Nations approaches to and models of health and wellness;
- Experience planning, developing, and delivering events and programming;
- Cultural Competency;
- Knowledge of First Nations culture, history, community-based services, geographic realities, and social conditions within remote First Nations communities.

Skills

The incumbent must demonstrate the following skills:

- Self-starter who is able to work efficiently both independently and/or as part of a team;
- Highly adaptable and able to work in a fast-paced environment, while demonstrating appropriate discretion, judgement, and problem-solving skills;
- Strong interpersonal and communication skills (written and verbal) and an ability to establish and maintain rapport effectively with clients and partners;
- Highly organized, capable to multi-task and manage time effectively;
- Proficiency in computer skills and technology-based applications: word processing/Microsoft Word, Outlook/email, electronic databases, etc.;
- Ability to think critically and without prejudice;
- Must be able to maintain critical self-reflective practice;
- Advocacy skills.

Personal Attributes

The incumbent must also demonstrate the following personal attributes:

- Excellent Role Model;
- Organizational and planning skills;
- Outreach skills and a keen ability to build and maintain healthy partnerships;
- Demonstrate high degree of ethics both personally and professionally;
- Attention to detail and accuracy;
- Must be able to perform work duties with minimal supervision;
- Must be able to work as part of an interdisciplinary team.

QUALIFICATIONS AND REQUIREMENTS

The incumbent must have proficient knowledge in the following areas:

- Bachelor's degree in Social Work or related field;
- Diploma related to the area of Social Work will be considered (e.g., Indigenous Learning, Native Child & Family Services, Child & Youth Care, Social Service Worker);
- Registration with College of Social Workers/Social Service Workers;
- At least 2 years' experience working with Indigenous youth/ adolescents;
- Previous experience working with First Nations communities is an asset;
- Valid Class G Driver's License and must be willing to provide a police criminal background check;
- Fluency in Cree, Oji-Cree, or Ojibway is an asset;
- Must be "fully vaccinated" against COVID-19. (In Ontario, a "fully vaccinated individual" is defined as one who has received the required number of doses as outlined by Health Canada and they have received their final dose of the COVID-19 vaccine at least 14 days ago.) Must provide Health Canada's proof of vaccination (vaccine receipt or enhanced vaccine certificate);
- Support system and self-care strategies in place to maintain own well-being.

WORKING CONDITIONS

Physical Demands:

The employee may have to travel to the communities in all weather. They may have to lift, carry and manage equipment and supplies. They may have to work odd or long hours at a time to complete special requests or projects. The employee may often be required to do hands-on work with community members, which will require that they are physically capable of being on their feet/active for long periods of time.

Environmental Conditions:

The Matawa work environment can often be busy. The employee may have to manage a number of projects at one time, and may be interrupted frequently. The employee may find the environment to be busy, noisy and will need excellent organizational and time and stress management skills to complete the required tasks. Additionally, the employee may be required to attend, participate in, and facilitate events which will require that they are able to tolerate and manage themselves professionally in environments which can often be extremely busy and noisy. Required to travel to Matawa First Nations Communities in all weather conditions.

Sensory Demands:

Sensory demands can include to spend an adequate amount of time with use of a computer and may experience eye strain and occasional headaches.

Mental Demands:

The employee will have to manage a number of requests and projects at one time. They must be aware of MHC business in the communities and all relevant legislation, policies, and procedures. They must be available at times to work flexible workdays/hours.

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The employee must be prepared to deal with emergencies and stressful situations at any time. Will need excellent organizational, time and stress management skills to complete tasks.

Additionally, given that the employee will be working in the field of Mental Health; the employee should be prepared to encounter situations where they may be personally triggered by scenarios they encounter professionally and/or information that is disclosed to them whilst doing front-line work. As such, it is imperative that employees have effective and healthy coping strategies implemented in their day-to-day lives in order to manage the stress they may potentially encounter throughout their work-day both during and after work-hours .

CERTIFICATION

<hr/> Employee Signature <hr/> Printed Name Date I certify that I have read and understand the responsibilities assigned to this position.	<hr/> Lead or Supervisor's Signature <hr/> Printed Name & Title Date I certify that this job description is an accurate description of the responsibilities assigned to this position.
<hr/> Executive Director's Signature <hr/> Date I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.	
The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position.	