
JOB DESCRIPTION**Men's Healing Coordinator****Community Wellness****SUMMARY:**

The Men's Healing Initiative Coordinator will plan, organize, and develop educational workshops for male sexual abuse survivors. The coordinator will work collaboratively with Nishnawbe Aski Nation (NAN) First Nation communities in the delivery and evaluation of the program. This position will require expertise in counselling, assessment writing and case management. The worker will provide support, advocacy and referral information to the men who are involved in the program.

ACCOUNTABILITY:

The Men's Healing Initiative Coordinator is under the day-to-day supervision of the Community Wellness Program Manager with further accountability for overall performance to the Chief Administrative Officer

DUTIES AND RESPONSIBILITIES:

- To facilitate group healing sessions that will build individual strength and confidence.
- To complete intake, assessments and referrals for individuals in the program.
- To provide telephone, email and one-to-one emotional and practical support to male survivors as needed.
- To plan, develop, organize and provide educational workshops to male survivors of sexual abuse.
- Develop and maintain good working relationships with community agencies
- Be familiar with current community resources, provide options, refer and connect this program as needed.
- Develop and update database to compile and report information for statistical trends.
- Complete and maintain case records including completing required documentation in a timely manner

- Complete quarterly reporting requirements to the Ministry of the Attorney General
- Research, analyze, document and convey program requirements effectively

COMPETENCIES AND QUALIFICATIONS:

- 5 years experience in the counseling field
- A degree in the Social Services field, or health related degree and/or five years relate education and practical experience
- Working experience with First Nations people and a demonstrated understanding regarding related issues and challenges is an asset
- Demonstrate excellent interpersonal and communication skills
- Demonstrate excellent organizational skills
- Ability to travel regularly to NAN First Nation communities
- Ability to speak either Cree, Ojibway or Oji-cree

This position requires a good understanding of the history of MHI (Men's Healing Initiatives) Sexual Abuse Survivors, a history of IRS (Indian Residential Schools) and the impacts as this position also engages in supports for Survivors as MHI Survivors are also identified as being Survivors/Intergenerational Survivors from the Residential School System.

WORKING CONDITIONS:

Physical Demands

The Men's Healing Initiatives Coordinator) will have to spend long hours sitting and using office computer and equipment. The Mens' Healing Initiatives Coordinator may also do some light lifting of supplies and materials from time to time.

Environmental Conditions

The office may be a busy facility. The Men's Healing Initiatives Coordinator may have to manage a number of tasks at a time and may be interrupted frequently to meet the needs and requests of members, students, clients and staff. The Men's Healing Initiatives Coordinator may find the environment to be busy, noisy and will need excellent organizational and time and stress management skills to complete the required tasks.

Sensory Demands

Sensory demands include use of the computer, which may cause eyestrain.

Mental Demands

The Men's Healing Initiatives Coordinator will have to manage a number of requests and situations at one time. Stress may be caused by the need to complete tasks within tight timeframes and deadlines.

LOCATION: Thunder Bay
PORTFOLIO: Community Wellness
LAST REVIEW: June 2021

