



Case Manager (Interim)

The Nuu-chah-nulth Employment & Training Program (NETP) is seeking a **Interim Case Manager** to help roll out case management services in the Southern Nuu-chah-nulth Region. NETP will present a holistic program designed to assist clients in achieving their employment and training goals. Based out of NETP office (Port Alberni) this position is for back-fill purposes (under six months).

Position Responsibilities include:

- Individual case management and client support
- Completing needs assessments and action plans
- Employment & Training coaching/counselling
- Coordinating Workplace Essential Skills curriculum in individual and group settings
- Ensuring NETP clients are supported by all appropriate internal and external service providers
- Facilitating a variety of NETP workshops
- Complete reporting requirements as per NETP's various funding agreements

Preferred Qualifications:

- Post-Secondary Diploma in health, Social Sciences or Human Services
- Familiarity with Nuu-chah-nulth First Nations culture and communities
- Certified Career Development Practitioner (CCDP), considered an asset
- Motivational Interviewing training considered an asset
- Ability to collaborate effectively with internal and external partners to facilitate events
- Strong organizational abilities and experience balancing multiple projects
- Experience working with a database and reporting systems for government
- Understanding of First Nations history, developmental challenges, and opportunities
- Provide acceptable references and criminal record check
- Must have a car, valid driver's license, and able to travel to NTC Communities

For more information, please call Marissa Bennett at (250) 723-1331.

Apply by **January 24, 2019** by sending your cover letter, three references and resume to:



Nuu-chah-nulth Tribal Council

P.O. Box 1383

Port Alberni, BC V9Y 7M2

Attn.: Human Resource Manager

Fax: (250) 723-0463

Email: apply@nuuchahnulth.org

(We regret that we will only respond to those applicants chosen for an interview)

Nuu-chah-nulth Tribal Council