

ONEIDA NATION OF THE THAMES

ONEIDA ADMINISTRATION OFFICE
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SOUTHWOLD, ONTARIO
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JOB POSTING

Position: Outreach and Transition Navigator **Term:** Permanent Full-Time
Division: Social Services/Oneida Family Healing Lodge **Salary:** Competitive salary range
Hours: 40 hours/week, flexible schedule including days, evenings, overnights and weekends and statutory holidays

Posting Date: November 27, 2023

Closing Date: December 8, 2023 at 4:30p.m.

JOB SUMMARY:

Reporting to the OFHL Team Lead, the **Outreach and Transition Navigator** is responsible to provide domestic violence information and education to clients of the Oneida Family Healing Lodge.

This position will provide clients with available resources and services in the area of relocation upon departure from the Oneida Family Healing Lodge. Duties include providing support for safe housing, developing transitions plans and/or reviewing safety plans; providing assistance in establishing a support network; providing transportation for housing, medical, education, financial, and legal appointments.

QUALIFICATIONS:

1. Social Service Worker diploma or completion of related diploma program (deemed relevant by interview panel) **PLUS** 2 years experience working in a shelter capacity.
2. Experience in the social service sector, ideally in an agency delivering advocacy and/or shelter services.
3. Demonstrated knowledge and understanding of family/domestic violence is essential.
4. Proficient computer skills including knowledge of Microsoft Office applications.
5. Valid class "G" driver's license and driver abstract.

MANDATORY DOCUMENTATION WITH APPLICATION:

1. Cover Letter – **must address the qualifications outlined;**
2. Resume.

REQUIREMENTS PRIOR TO STARTING EMPLOYMENT:

1. The successful candidate must submit a recent (completed within 6-months) Vulnerable Sector CPIC, **at own expense;**
2. The successful candidate must submit a copy of valid class "G" driver's license and recent (completed within 6-months) driver abstract, **at own expense;**
3. The successful candidate must submit a copy of applicable educational qualifications (certificates, diplomas, degrees, etc.).

Submit all mandatory documentation to hr.recruitment@oneida.on.ca.

- Late applications will not be accepted.
- All applications will be screened according to the above qualifications, including a full and complete application as requested.
- **Only those selected for interview will be contacted.**
- A registered member of a First Nation as per Section 16(1) of the Human Rights Act, is preferred.
- Oneida Nation is committed to workplace diversity and provides accommodations to applicants with disabilities throughout our hiring process. If you require accommodations, please contact Human Resources.

To request a full job profile, contact the Human Resources Department at 519-652-3244 ext. 827 or by email

hr.recruitment@oneida.on.ca.

"People of the Standing Stone"

www.oneida.on.ca