



?ESDILAGH FIRST NATION

#4-9001 West Fraser Rd Quesnel BC V2J 6R4
Phone: (250) 747 – 2255 Fax: (250) 747 - 3920
ariana@esdilagh.onmicrosoft.com

The ? Esdilagh First Nation invites applications from qualified, highly motivated and dynamic individuals to fill the following position:

DEPARTMENT: Wellness Coordinator

TERMS: Part Time

BAND OFFICE HOURS: Monday - Friday 8:30-4:30

PAY GRADE: As per Experience/Education, Qualification & Budget (Incentive: Travel Allowance based on numbers of days in the community)

Education, Skill & Qualifications:

- Diploma/ Certificate from a recognized Chemical Dependency/Addictions/Assessments program &/or related work experience.
- Excellent communication skills - written and verbal.
- Ability to work independently, as well as in a team environment.
- Must have a strong understanding of local Chilcotin/Carrier cultures and have good knowledge of the particular issues encountered by First Nations people.
- Experience working with all ages.
- Strong organizational, program development and management skills.
- Knowledge of computerized record keeping skills and proficient in Microsoft Word, Excel and Microsoft Outlook applications.
- Ability to develop and maintain budgets, and do financial and administrative reporting.
- Ability to write applications and proposals to different funding agencies.
- Knowledge of addictions – awareness, prevention, and treatment.
- Counselling experience.
- Must be alcohol & drug free with a healthy lifestyle for a minimum of 2 years and willing to submit a criminal record check.
- Willingness to travel and must have reliable transportation with a valid class 5 driver's license.

?Esdilagh First Nation thanks all applicants for their interest; However, only those selected for an interview will be contacted. Upon successful interview, a criminal record check must be provided.

Deadline for the Job posting is January 31, 2017, be received no later than 4:30 p.m. Any late submissions WILL NOT be considered.

Submit Cover letter, resume, and references to:

Attention: Chief V. Roy Stump

Email: ariana@esdilagh.onmicrosoft.com or

Fax: 250-747-3920