

INTERNAL/EXTERNAL POSTING



Inuuqatigiit-Centre for Inuit Children, Youth and Families is a multi service non-profit organization serving Inuit children and youth and their families, dedicated to providing cultural, educational, and support services in a caring, respectful and collaborative environment that fosters strong and proud Inuit children and families.

Position # 2024-97
Position: Social-Cultural Navigator
Posting Date February 16, 2024
Start Date: ASAP
Hours: Full-Time Indeterminate
Salary Range: Inuuqatigiit Centre offers a competitive wage and benefit package.

POSITION SUMMARY

Under the supervision of the Manager of Family Well-Being, the Social/Cultural Navigator provides support, referrals, advocacy and programming for vulnerable Inuit children, youth, their families and caregivers. Services are provided to those who reside in Nunavut but are receiving medical services in Ottawa, as well as to other vulnerable children and youth, including those. The Social/Cultural Navigator will help ensure access to cultural, social and other needed supports that contribute to their well-being.

KEY DUTIES AND RESPONSIBILITIES

- Provide social and cultural support to vulnerable Inuit children and youth, and those who reside in Nunavut but are receiving medical services in Ottawa;
- Address the cultural, educational, physical, and mental health needs of vulnerable Inuit children, youth, and their families through support, programming, case management and referrals;
- Participate in information sharing and case conferencing to ensure culturally appropriate plans of care are followed
- Promote Inuit culture, language, values and traditions to enhance health, well-being, and community connection;
- Work closely with parents and caregivers to provide appropriate strengths-based supports;
- Plan and deliver cultural and social activities to Inuit children, youth, and parents/caregivers;
- Plan and/or assist with the delivery of cultural awareness education to other service providers;
- Work with clients, families, and caregivers, to create a navigation strategy that will lead to quality service, maximize collaboration, and streamline and integrate services;
- Work in collaboration with other professionals in addressing issues for children/youth;
- Document case notes and services provided in an electronic database system and maintain such information confidential;
- Adhere to all legislative, agency, accreditation, professional, and best practices standards;
- Actively participate in case management meetings and required follow up;
- Provide responsive and inclusive support services to clients
- Advocate for and support families and caregivers as they negotiate complex systems;

- Provide culturally sensitive and trauma-informed support that encourages parents/guardians to be actively involved in their children's care
- Other duties as required by the manager

ACCOUNTABILITY

- Accountable for the safety and security of participants participating in programs and services.
- Accountable to support clients - children, youth and parents, caregivers.
- Accountable to stakeholders; and
- Accountable for the effective and efficient delivery of services in keeping with funding agreements.

WORKING RELATIONSHIPS

- Develop supportive and professional rapport with Inuuqatigiit Centre staff and partner agency staff.
- Participate in conflict resolution when required.
- Foster therapeutic relationships with clients using well known elements of relationship building (e.g. attentive listening, empathy, non-judgment, etc.)..

EXTERNAL COMMUNICATIONS

- Communicate with parents on a regular basis (e.g. referrals, child's/youth's progress);
- Follow protocols and referral processes as appropriate to meet the needs of parents, children, and youth;
- Liaise with internal and external partners to maximize client service and/or improve working relationships; and
- Raise awareness and sensitivity of Inuit issues through participation in relevant community groups and committees; and
- Participate in community outreach and conduct educational presentations as appropriate.

WORKING CONDITIONS

- Work regular and consistent weekly hours of work;
- Providing services to clients at a time which best meets their needs, which may include occasional evenings and weekends;
- Additional hours on occasion to meet deadlines and ensure delivery of high-quality programs and services.

KNOWLEDGE AND SKILLS

- Knowledge of the needs of Inuit children and families;
- Knowledge of Inuit and non-Inuit community services and supports;
- Knowledge of supports and services for children and youth in Ottawa;
- Ability to communicate effectively orally and in writing;
- Ability to operate computer systems and relevant software;
- Strong organizational, program planning, evaluation, fiscal management, and problem-solving skills;
- Ability to respond effectively in crisis situations;
- Ability to work in a collaborative staff team environment; and
- Ability to function effectively in a high stress, high noise environment.

QUALIFICATIONS AND REQUIREMENTS

- Inuit descent required; fluency in Inuktitut would be an asset;
- Diploma or training in social services or related field of study;
- Minimum of 2 years' experience providing support to vulnerable children and youth, which may include those with complex health issues, mental health issues,

- or clients in medical foster homes;
- Experience in preparing and delivering presentations and program activities;
- Experience with making referrals, helping clients locate and access services and advocating on their behalf; and
- Mental Health First Aid and ASIST training considered assets; and
- Drivers license and access to a vehicle an asset

CONDITIONS OF EMPLOYMENT

- Negative COVID-19 test;
- TB Test, if applicable, and other immunizations up-to-date;
- Medical certification of good health;
- Vulnerable Sector Check required in keeping with Inuuqatigiit Centre Personnel Policies and Procedures;
- CPR / First Aid Certification (or willingness to become certified);
- Ontario Driver's License and access to a reliable vehicle is an asset; and Ability to handle difficult and painful emotional situations and establish healthy boundaries, understands the importance of and practices work life balance

Please apply with a cover letter and up-to-date resume to: Human Resources Department, at jobs@inuuqatigiit.ca

Note that accommodations are available for applicants with disabilities throughout the recruitment process. If you require specific accommodations, please contact the HR Department through the information provided above, so that we can make suitable arrangements with you.

When two equally qualified candidates are considered for the same position, preference will be given to the candidate of Inuit descent.

We thank all who apply to this position. Only those applicants selected for an interview will be contacted.