



EMPLOYMENT OPPORTUNITY

De dwa da dehs nye>s Aboriginal Health Centre

Has an opening for a:

COMMUNITY ACTION PROGRAM FOR CHILDREN (CAP-C) COORDINATOR

The goal of the Community Action Program for Children is to help communities develop and/or improve integrated programs that promote the health and social development of at risk children 0-6 years and their families through preconception, prenatal, postnatal, infant and early childhood periods. The project will integrate education, prevention and intervention approaches into all aspects of the programming activities.

As the Community Action Program for Children Coordinator you will work under the direction of the Executive Director.

Responsibilities

- Advertise and promote the project via design and distribution of flyers, brochures and posters, presentations to organizations/agencies and the community;
- Meet/collaborate with related Aboriginal and mainstream agencies;
- Conduct research of best practices and source/develop culture based resources as required;
- Logistics for meetings and workshops;
- Create and maintain a program filing system;
- Maintain statistical data and contact information;
- Collect and collate program evaluations such as questionnaires, interviews, and observations;
- Develop work plans for various components of project;
- Create a wholistic approach to educate and inform (via healing circles and traditional teachings from Elders; traditional dancing, drumming and singing);
- Design and implement various components of project;
- Coordinate with partners on design, development, implementation and evaluation of project.

Experience

- Proficiency in health program development, design, implementation and evaluation;
- 3 to 5 years of related experience of progressive responsibility;
- Experience working with Aboriginal peoples or experience working with the general public;
- Proficiency in the use of personal computers, word processing and data base software;
- Valid class G driver's license.

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Education

- Post secondary degree / diploma in health, social services, native studies or related field from a recognized university / college (preferably Nutrition, Dietician, Early Childhood Education or Community Service Worker).

Location: Brantford, ON

Please forward your application, references, and copies of required certifications to:

Constance McKnight, Executive Director
De dwa da dehs nye>s Aboriginal Health Centre
678 Main Street East
Hamilton, Ontario
L8M 1K2

Fax: 905- 544-4247

Closing Date: Wednesday August 31, 2011 at 4:00 p.m.

Preference will be given to qualified applicants of Aboriginal descent.

Nya weh to all applicants. However, only those selected for interviews will be contacted.