Employment Opportunity

Prevention and Post Majority Support Coordinator
(Full-Time, Permanent)

Reporting To: Child & Family Services Coordinator (Supervisor) / Health & Social Services Director

Overview:

The Prevention and Post Majority Support Coordinator is responsible for advocating on behalf of Wahta Mohawks First Nation in relation to children, youth and families engaged with provincial Child Welfare Agencies, as well as youth aging out of care. They will develop and facilitate relevant programming working alongside other staff within Wahta Mohawks to accomplish this.

Key Duties and Responsibilities:

Collaborating closely with Child and Family Well-Being advocates, as well as Health and Social, Family Well-Being, and Education staff, the primary focus of this role is to ensure that Wahta Mohawks First Nation children, youth, and families are effectively prioritized both within the community and with external Child Welfare Agencies.

Other duties include:

- Develop and facilitate prevention programming.
- Act as the Child and Family Services Coordinator when required.
- Advocacy for families and ensuring supports are in place that enable families to thrive.
- Conduct community outreach and awareness campaigns on child maltreatment, children's rights, prevention and how and where to report suspected child maltreatment.
- Develop and/or facilitate parenting programs.
- Build trusting relationships with young adults, including reconnecting with those formerly in care.
- Support case planning for youth, identifying their goals and developing individualized support plans rooted in wellness, culture, and personal growth.
- Coordinate referrals and connect clients to internal programs (housing, mental health, education/training) and external support.
- Help youth navigate difficult systems, advocate on their behalf, and ensure they understand their rights, responsibilities, and available options.
- Participate in training and cultural events, always operating from a place of respect, self-awareness, and continuous learning.

Skills Required:

- Strong knowledge of Microsoft Office Applications.
- Proficiency in entering contemporaneous case notes into a EMHware database.
- Excellent problem-solving skills.
- Proven reliability, dependability, and a strict commitment to maintaining confidentiality.
- Ability to work in and contribute to a team environment.

- Must have proficient level of communication skills, verbal and written, and be comfortable dealing with the public.
- Must have the capacity to take initiative and to multi-task at times to accomplish the tasks and activities assigned.
- Experience working in a First Nation environment is an asset.
- Knowledge of Kanienkeha:ka culture and history is an asset.
- Must possess a current and valid Driver's License and a dependable vehicle.
- Willingness to obtain an F Class Driver's License.
- Must be willing to work flexible hours and travel with minimal notice due to the nature of the position.

Education and Experience Requirements:

- Social Services Diploma or equivalent with at least 3 years' experience in Child and Family Well-Being.
- Experience with and knowledge of administrative practices, child welfare and/or social and health services and support, and Mohawk culture.
- Strong knowledge of the legislation regarding the Child, Youth and Family Services Act.
- Knowledge of Jordan's Principle, Post Majority Support and other outside funding Organizations.

Terms of Employment:

This is a full-time position. The salary range for this role is $57,700.00 to $86,300.00 annually. The standard hours of work are Monday to Thursday (8:00 am – 4:30 pm) and Friday (8:00 am – 2:00 pm), with evenings and weekends required as needed for operations.

Application:

Please submit a resume and cover letter detailing how you meet the requirements of the position to:

HR@wahtamohawks.ca
P.O. Box 260
Bala, Ontario
P0C 1A0

Phone: (705) 762-2354 ext. 272

Deadline for applications is **July 24, 2026, at 4:00 pm.** Late applications will not be accepted. Internal candidates will be given first consideration for this position. Only those candidates selected for an interview will be contacted. The successful candidate will be required to provide an acceptable Canadian Police Information Check (CPIC) before commencing work. All qualified candidates are encouraged to apply, however, members of the Wahta Mohawks and Indigenous applicants will be given priority and are asked to self-identify.