



Enaahdig Healing Lodge and Learning Centre

Position: ***Youth Healing Lodge / Treatment Centre Program Manager***

Supervisor: ***Executive Director***

Salary Level: ***Full Time @ \$65 - \$75,000. Per annum***

Closing Date: ***September 23, 2019***

Summary

The Youth Healing Lodge/Treatment Centre Program Manager (YHLTCPM) position under the direct supervision of the Executive Director will be responsible for the efficient and smooth operations of the new Youth Healing Lodge/Treatment Centre at Enaahdigs' Central location. He/she will ensure effective interfacing with other programs and services within the overall operations of Enaahdig Healing Lodge including the adult/family focussed Northern Healing Lodge, the mental health and addictions services at Enaahdig Outreach and the youth justice programs and services. He/she will work closely with the Executive Director to ensure such functions as: program coordination and scheduling, program quality control, timely statistical reports, human resourcing, scheduling and supervision of the YHL/TC program staff. The YHLTCPM will work within the context of participatory management as well as Traditional Aboriginal best practises that include not only service delivery but every aspect of design and program delivery.

Responsibilities will include:

- A) Coordination
- B) Communication/Reporting
- C) Programs and Service Design and Delivery
- D) Recruitment and Supervision of YHL/TC Staff Team
- E) Training

Qualifications:

- Diploma or similar degree in one of the following areas: human resource management, BSW or equivalent experience
- Experience in planning, development, supervision of programs and services targeting Indigenous youth
- Experience in participatory management practises including managing human resources
- Sound knowledge of Traditional Best Practises as they relate to management, programs and services and the healing field in general
- Excellent communication and inter personal skills
- Sound conflict resolution skills
- Ability to work with minimal supervision and manage time
- Experience in reporting formats and data collection
- Willingness to participate in training and development activities
- Able to serve as role model /leader amongst peers
- Must have valid driver's licence and reliable vehicle

Please send resume, cover letter and three references to the attention of:

Hiring Committee

Enaahdig Healing Lodge and Learning Centre

41845 Vasey Road, Victoria Harbour, ON L0K 2A0

Tele: (705) 534-3724 Fax: (705) 534-4991 or email to jobs@enaahdig.ca

Enaahdig would like to thank all those applicants who respond; however, only those selected for an interview will be contacted.