



Okanagan Nation Alliance

101 -3535 Old Okanagan Hwy, Westbank, BC V4T 3L7
Phone (250) 707-0095 Fax (250)707-0166 www.syilx.org

EMPLOYMENT OPPORTUNITIES

Jordan's Principle Service Coordinator – Three Positions Available

The Okanagan Nation Alliance (ONA) is the Tribal Council for the Syilx Nation. The ONA's mandate is to advance, assert, support and preserve Okanagan Nation Title and Rights. Further, the ONA is charged with providing members with a forum to discuss and form positions on areas of common concern.

The ONA is currently interested in employing an enthusiastic **Jordan's Principle Service Coordinator**. The Coordinators will work within a team to support families in accessing health, educational, and social supports. This includes submitting applications, writing appeals, and tracking documents in alignment with ONA quality standards and ONA Wellness Plans and Strategies, while ensuring consistent collaboration and partnership with community-based staff.

Scope of Position

Working collaboratively with other ONA wellness team members, and under the direction of the Syilx Early Years Lead, the Jordan's Principle Service Coordinator will function as part of the ONA Wellness Team, ensuring the identified needs of community and agreed deliverables are met. The Coordinator will implement the Jordan's Principle Enhanced Service Delivery Model, and provide one-to-one support to families accessing services. They will ensure communities are aware of Jordan's Principle, provide information as requested and ensure tracking and reporting is in alignment with federal requirements and ONA quality assurance.

The Coordinator will ensure that all communities are accessing services, and will be in community regularly to ensure presence and understanding of Jordan's Principle. The Coordinator will liaise with community health, education and social development staff to ensure continuum of care and support and to ensure children receive the health, education, and social supports they are entitled to.

Key Duties and Responsibilities:

- Work in communities as the point of contact for Indigenous families, community staff, and urban partners in accessing services and supports.
- Coordinate and oversee wholistic service plans for children and youth that include referrals, assessment, transitions, and culturally appropriate supports.
- Navigate supports and provide assistance in submitting Jordan's Principle requests, ensuring assessments are signed off as needed.

- Build strong relationships and partnerships with frontline workers and professionals, including speech pathologists, occupational therapist, and nurses to ensure wraparound services.
- Provide information regarding Jordan's Principle to communities through workshops, information sessions, and webinars, etc.
- Assess the availability of specialized services in the Okanagan.
- Maintains up-to-date knowledge of issues and professional skills in the area of Indigenous health and social services in order to better promote access.

Qualifications and Experience:

- Must have a bachelor degree in the social service field, such as but not limited to, Social Work, Indigenous Studies or Child and Youth Care, plus three years' relevant experience, or a diploma with several years of experience.
- Understanding of Jordan's Principle, including its history, its purpose, and how it is used to support First Nations children and youth.
- Demonstrated experience and knowledge working with Indigenous children and families regarding health and wellness issues.
- Knowledge of, and ability to apply, an understanding of Syilx cultural principles and protocols in case planning
- Demonstrated ability to communicate effectively with families, community members, community-based staff and partners.
- Ability to foster teamwork and a commitment to excellence in the provision and administration of Jordan's Principle
- Excellent computer (Microsoft suite), presentation, community engagement and organizational skills.
- Current criminal record check (vulnerable sector) with the RCMP
- A reliable vehicle and a valid BC Drivers License and driver's abstract required.
- Flexible work hours/willingness to work on evenings and weekends.
- Indigenous Ancestry preferred.

Hours of work: 37.5 hours per week.

Application Procedures: Please send a current resume and covering letter to:

Holly Hutton, Wellness Program Assistant
Okanagan Nation Alliance
#101 – 3535 Old Okanagan Hwy, Westbank, BC V4T 3L7
Email: WellnessHR@syilx.org Fax: (250) 707-0166
COMPETITION OPEN UNTIL FILLED

Thank you for your interest. No Phone Calls Please only those short-listed will be contacted