




Case Manager (West Coast Vancouver Island)



The Nuu-chah-nulth Tribal Council (NTC) Social Development program is looking for a term (*maternity leave backfill*), full-time Case Manager who is skilled at inspiring people to think of the future and how they can transform their lives through skills development and work. The Case Manager will provide service to the Ucluelet, Tofino and surrounding area; and, will be directly involved in supporting clients in their pre-employment readiness and supporting them in reaching their potential through the development of training plans to achieve their employment goals. Based out of Ucluelet, BC, this position will run to March 31, 2020 (*with the possibility of extension*).

Position Responsibilities Include:

- Providing Employment Case Management support to individual program participants
- Liaising with staff from various organizations who provide services to clientele
- Provide referral and assessment services in conjunction with employment action plans
- Coordinating activities in accordance with various funding agreements
- Completion of reporting requirements as per applicable funding agreements

Preferred Qualifications:

- Post-Secondary Diploma in health, Social Sciences or Human Services
- Familiarity with Nuu-chah-nulth First Nations culture and communities
- Certified Career Development Practitioner (CCDP), considered an asset
- Motivational Interviewing training considered an asset
- Ability to collaborate effectively with internal and external partners to facilitate events
- Strong organizational abilities and experience balancing multiple projects
- Experience working with a database and reporting systems for government
- Understanding of First Nations history, developmental challenges, and opportunities
- Provide acceptable references and criminal record check
- Must have a car, valid driver's license, and able to travel to NTC Communities

Salary based on qualifications and experience: salary range \$49,000 - \$63,000. For more information, please call Linda Seitcher at (250) 724-5757.

Apply by **October 17, 2019** by sending your cover letter, resume and three references (available to contact) to:



Nuu-chah-nulth Tribal Council
P.O. Box 1383

Port Alberni, BC V9Y 7M2

Attn.: Human Resource Manager

Fax: (250) 723-0463

Email: apply@nuuchahnulth.org

(We regret that we will only respond to those applicants chosen for an interview)

Nuu-chah-nulth Tribal Council