

Employment Opportunity

Protection and Family Support Liaison

(Full-time, Permanent)

Position	Protection and Family Support Liaison
Location	Port Alberni and Anacla, BC, with home, community-based, and outreach support as required
Scope	Full-time, permanent
Reports to	CFW Manager
Salary/Starting Wage	\$71,400 – \$81,600 annually, based on qualifications and experience
Benefits	Extended health, dental, vision, group retirement savings plan, EFAP, paid vacation, and other benefits in accordance with HFN policy
Schedule/Hours	Full-time hours; some after-hours work and weekend child protection support on a rotation as required

FUNCTION AND JOB SUMMARY

Huu-ay-aht First Nations Government is seeking a Protection and Family Support Liaison to support children, youth, and families through prevention-focused, culturally safe, and family-centred services. This position supports Huu-ay-aht's commitment to bring our children home and to help Huu-ay-aht children grow up safe, secure, healthy, happy, and connected to Huu-ay-aht culture and community.

The Protection and Family Support Liaison provides direct support, advocacy, early planning, crisis support, and service coordination for Huu-ay-aht children and families. The role works closely with Huu-ay-aht staff, families, community supports, and external child protection and service providers to build strength-based, solution-focused supports that promote safety, wellbeing, healing, and connection.

This position requires strong boundaries, sound judgment, confidentiality, trauma-informed practice, and the ability to work respectfully with families during sensitive and urgent situations. Duties are carried out in alignment with Huu-ay-aht values and the Sacred Principles of ʔiisaak, ʔuʔaakuk, and Hišukma c̓awaak.

KEY ACCOUNTABILITIES

- Promote child and family wellbeing through advocacy, direct support, group programming, and community-based activities.
- Support parents, extended families, and the community in protecting children from abuse and neglect.
- Build supportive caring arrangements that draw on family members, extended family, and community supports where appropriate.



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ANCIENT SPIRIT, MODERN MIND

- Provide immediate and consistent Huu-ay-aht involvement when working with child protection services.
- Support crisis management and safety planning with families by helping ensure safety plans and advance plans are developed and followed before a crisis escalates.
- Engage in proactive and early planning with families and youth to prevent crisis and strengthen family stability.
- Provide home and community-based support and prevention services to Huu-ay-aht children and families.
- Identify Huu-ay-aht supports and coordinate proactive outreach services for citizens throughout the lifecycle.
- Work in partnership with Huu-ay-aht programs and external resources to provide wraparound, life-cycle care for citizens.
- Support healing from intergenerational trauma through respectful, strength-based, and solution-focused practice.

JOB DUTIES

- Facilitate groups, parent education opportunities, and individual support programs for children, youth, parents, and families.
- Attend family planning, case management, and service coordination meetings as required.
- Promote healthy lifestyles, healthy relationships, and respectful communication with clients and protection service representatives.
- Support families with safety planning, crisis response, practical problem-solving, and connection to appropriate services.
- Maintain client files, case notes, program records, and required documentation in a thorough, clear, and timely manner.
- Prepare regular reports of activities, program statistics, and service updates as required.
- Work effectively and productively within Huu-ay-aht during the ongoing evolution and transition to strengthened service provision for Huu-ay-aht families.
- Provide after-hours and weekend child protection support on a rotation.
- Perform other related duties as assigned.

OPERATIONAL REQUIREMENTS

- Valid Class 5 BC Driver's Licence and access to reliable transportation.
- Ability to travel for meetings, family support, home visits, community-based work, and service coordination, including overnight travel when required.
- Willingness and ability to work overtime, including evenings and weekends, as operationally required.
- Availability to provide after-hours and weekend child protection support on a rotation.
- Successful completion of background checks, including employment verification, criminal record checks, vulnerable sector or vulnerable persons checks, reference checks, and education/credential verification.
- Ability to work with confidential and sensitive information with discretion, professionalism, and care.

EDUCATION AND EXPERIENCE REQUIREMENTS

- Bachelor of Arts in Child and Youth Care, Bachelor of Social Work, or a related field; an equivalent combination of education and experience may be considered.
- Experience working with First Nations people, with knowledge of issues and systems affecting First Nations children, youth, families, and communities.
- Demonstrated ability to work independently and as part of a team.
- Experience using Microsoft Office programs, including Word, Excel, Outlook, and Teams.
- Experience with online platforms and electronic file management or case documentation systems.
- Ability to work in a performance-focused, fast-paced environment in alignment with HFN values, culture, and organizational goals.
- Experience with child and family services, protection support, crisis response, family support, advocacy, or community-based prevention services is preferred.

KNOWLEDGE, SKILLS, AND ABILITIES

- Strong understanding of child and family wellbeing, safety planning, crisis support, and prevention-focused family support.
- Ability to build trust with children, youth, parents, extended family, staff, and external service providers.
- Strong written and verbal communication skills, including clear documentation and reporting skills.
- Ability to facilitate meetings, group programs, parent education opportunities, and individual support planning.
- Strong organization, time management, follow-up, and file management skills.
- Ability to work with discretion, confidentiality, professionalism, and sound judgment in sensitive situations.
- Ability to work in a culturally safe, trauma-informed, respectful, and professional manner.
- Respect for Huu-ay-aht culture, governance, laws, values, and decision-making processes.
- Commitment to Huu-ay-aht's Sacred Principles, including ʔiisaak, ʔuʔaakuk, and Hišukma c'awaak.

HOW TO APPLY

Submit to:

Human Resources

Huu-ay-aht First Nations Government

Email: hr@huyuayaht.org

Mailing Address: 4644 Adelaide Street, Port Alberni, B.C. V9Y 6N4

Please include Protection and Family Support Liaison in the subject line.

Application deadline: July 24, 2026.

We thank all applicants for their interest. Only those selected for an interview will be contacted.

Preference may be given to qualified Huu-ay-aht citizens, qualified Indigenous applicants, and applicants with experience working in First Nations, modern treaty, or self-governing Indigenous government environments.

HUU-AY-AHT VISION, MISSION, AND VALUES

Vision - *The Huu-ay-aht envision a strong, self-governing, and self-reliant Nation. ?iisaak will guide us as we work together to foster a safe, healthy, and sustainable community; where our culture, language, spirituality, and economy flourish for all.*

Mission - *As a leader among First Nations, the Huu-ay-aht First Nations will create certainty for its community, generate wealth for financial independence, provide economic opportunities, and deliver social, cultural, and recreational programs for all Huu-ay-aht.*

Huu-ay-aht First Nations Values

PROFESSIONALISM

- Ethics - be prepared, on time and ready to work
- Ethics - be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself, and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

HEALTH

- A healthy body, mind and soul through proper diet, sleep, and exercise
- Avoid burning out with a proper work / life balance
- Be positive - always remember to smile and laugh
- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

TRUST

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, do not harbor them - clear the air
- Spend more time focusing on what you are supposed to be doing, and less time on what others are or are not doing
- Be happy and enjoy your work life

RESPECT

- Golden Rule - Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and do not judge
- Basic Etiquette - remember the common courtesies, kindness, and compassion
- ?iisaak
- Observe protocol and ceremony

EFFECTIVE COMMUNICATION

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

SUPPORT

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism
- Do not gossip; stop gossip when it occurs
- Clarify and seek feedback from each other