



CROSS LAKE EDUCATION AUTHORITY

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CAREER OPPORTUNITY

Cross Lake Education Authority

Mental Health & Wellness Worker, Winnipeg Exchange Office

Cross Lake, MB

Full Time Position

Competition #2026 - 09

Cross Lake Education Authority invites applications for the position one (1) full-time Mental Health & Wellness Worker. This position is based in the Winnipeg Exchange Office.

About the Position:

Under the direction of the Post-Secondary Manager, the Mental Health & Wellness Worker will provide holistic, culturally grounded emotional support, wellness coordination, and case navigation for Pimicikamak post-secondary students.

This position recognizes that many students studying away from home experience unique pressures, including transition challenges, isolation, and limited access to culturally safe supports. While external services exist, students often do not feel comfortable accessing them due to a lack of cultural understanding and connection.

The Mental Health & Wellness Worker focuses on early intervention, mental wellness promotion, culturally safe support, and connection to appropriate services, supporting overall student success, retention, and safety.

QUALIFICATIONS

Education:

- Completion of a university program (Degree) in social work, psychology or other social science or health-related discipline is a requirement

Experience:

- Experience working with post-secondary students is an asset
- Excellent verbal, written, and interpersonal communication skills.
- Experience facilitating workshops.
- Demonstrated problem-solving and organizational skills.
- Proficient in Microsoft Office, Word, Excel and Outlook.

- Excellent time management skills.
- Knowledge of case management, organizational and planning principles.
- Ability to follow office policy and procedures.
- Able to work flexible hours and travel upon request.
- The ability to speak Cree is considered an asset.
- Must have a valid Class 5 driver's license and a reliable vehicle.
- Must have a current satisfactory Criminal Record Check, and Clear Child Abuse Checks.

Knowledge and Abilities:

- Experience working with youth and/or post-secondary students
- Knowledge of mental health and wellness practices (non-clinical)
- Understanding of the challenges faced by First Nations students living away from home
- Strong interpersonal and communication skills
- Ability to build trust and maintain professional boundaries
- Ability to recognize and respond to students in distress
- Organizational and case management skills
- Ability to maintain accurate and confidential documentation
- Knowledge and familiarity with the Freedom of Information and Protection of Privacy Act (FIPPA)
- Knowledge of Cree culture, traditions, and community values
- Ability to work independently and collaboratively within a team
- Experience using Microsoft Teams or similar systems for file management

Duties and Responsibilities:

- Provide one-on-one emotional and mental wellness support to students
- Conduct regular student check-ins (virtual and/or in-person)
- Regular travel to Cross Lake (at least quarterly) is a requirement of this role to conduct group sessions with students
- Work with Post-Secondary Student Advisors to identify clients requiring additional supports
- Support clients experiencing stress, who are overwhelmed, or experiencing transition challenges
- Deliver psychoeducational sessions on topics such as stress, sleep, and coping strategies
- Maintain client/student case files
- Track student wellness needs and ensure appropriate follow-up
- Coordinate referrals to mental health therapists and external supports both in urban environments and focus at the community level
- Assist students in navigating community and urban support services

- Facilitate group circles, cultural wellness sessions, orientations, and land-based supports
- Work with Elders and knowledge keepers to integrate traditional approaches to healing
- Organize wellness events related to academic stress, seasonal transitions, and student needs
- Identify students in distress and respond appropriately (non-clinical)
- Activate safety planning processes and coordinate with appropriate supports when required
- Support student retention through consistent wellness support
- Assist students transitioning from Cross Lake to urban or institutional settings
- Support development of life skills and strategies for student success
- Other duties as assigned by the Post-Secondary Manager

Requirement:

- The successful candidate will be required to provide a Criminal Record Check and Child Abuse Registry Check at start of employment and updated checks every two (2) years during employment
- A majority of CLEA employment positions are considered “safety sensitive positions” (working with children); therefore, a mandatory drug policy is in place, and all staff are required to undergo drug testing as a condition of employment. The authority for this policy is under the Cross Lake Band of Indians **By-law #279-105-25**. A by-law to Prohibit Illegal Drugs.

Interested applicants are invited to submit their resumé and cover letter (please identify the position title), along with 3 professional reference listings (including recent employer reference) to:

Human Resources
Cross Lake Education Authority
P.O. Box 370, Cross Lake, MB R0B 0J0
Email: hr@clea.mb.ca

Deadline to apply: **July 06, 2026 at 4:30 pm**

We thank all who apply and advise that only those selected for further consideration will be contacted. Preference will be given to Cross Lake Band members. Incomplete and late applications will not be considered.

Please visit our website at <https://crosslakeeducation.ca>