WOODLAND WELLNESS CENTRE
BOX 850, AIR RONGE
SASK. S0J 3G0
PHONE: (306) 425-9109
FAX: (306) 425-9108
1-877-425-3450
hrinfo@woodlandwellness.ca

EMPLOYMENT OPPORTUNITY

OPEN COMPETITON

The Lac La Ronge Indian Band's Woodland Wellness Centre is inviting applications for the following **Full-Time Term** position based out of the **Prevention and Recovery** Department in **La Ronge, SK**:

Mobile Initiative Outreach Coordinator

The Mobile Initiative Outreach Coordinator position is responsible for the delivery of participant/client focused, culturally relevant and trauma informed support services that address Lac La Ronge Indian Band (LLRIB) Community needs in an appropriate and effective manner. The Mobile Initiative Outreach Coordinator ensures the continuity of day-to-day and if applicable evening programming, delivery of services and will ensure and is responsible for providing a comfortable and normative environment in the mobile van setting.

The suitable candidate will be able to perform the following duties:

- Works in collaboration, conjunction with clients/participants for efficient operation and maintenance of Prevention and Recovery (P&R) activities related to mobile counselling services.
- Ensures P&R staff schedule meets operational needs and requirements.
- Monitors service effectiveness and initiate changes as required meeting the changing needs of community members and clients/participants.
- Ensures program compliance with approved Health Canada and Woodland Wellness Centre (WWC) standards, practices and ethics, including recognition of, and respect for client/participant rights.
- Ensures compliance with policies and procedures as outlined in WWC and LLRIB policy and procedures manuals.
- Serve as key worker to the mobile initiative outreach clients/participants, ensuring consistent staff contact, case planning and communication for those individuals.
- Support the mobile initiative outreach clients/participants in following plans developed, and/or access community options or referrals.
- Advocate and consult with community partners re: client needs plans, etc.
- Research emerging best practices and resources related to outreach initiatives in mental health and addictions.
- Develop educational workshops related to mental health & wellness relevant to client/participants' needs and capacity.
- Develop and implement creative groups, activities or programs for client/participant personal development.
- Access, adapt and develop materials and manuals for workshop facilitation and individual coaching, including: workshop goals, outlines, visual aids, participant handouts, exercises, evaluation forms, etc. Includes modifying and delivering lessons that respond to mobile initiative outreach clients/participants needs.
- Co-ordinate the involvement of WWC staff and community presenters in the design and delivery of special workshops or group activities.
- Coordinate Naloxone training in all LLRIB communities and provide kits to each.
- Providing CISD assistance in collaboration with the Supervisor/Manager and the P&R Team
- Advising staff of mobile initiative outreach clients/participants health care needs, including follow-up as required
- Providing mobile initiative outreach clients/participants with health-related information and advice as required
- Maintaining the Mobile Outreach Unit's first aid supplies and medical emergency equipment
- Other work-related duties as assigned by Immediate Supervisor.

The suitable candidate will possess the following qualifications:

- Diploma in Mental Health and Addictions Field, or Social Work Services
- Commensurate combinations of work experience or minimum two years' experience in substance misuse and mental health programs
- Experience working with First Nations clients an asset.
- Ability to work effectively as a team member;
- **Must** have a Valid Class 5 Driver's License;
- **Must** provide a satisfactory and recent; Criminal Record Check, Vulnerable Sector Check, and SGI
- Driver's Abstract.

Date of Posting: September 17, 2026 **Deadline: Until Suitable Candidate is Found**

To apply, please submit a **cover letter** and **resume** including **three (3) references (excluding Chief and Councillors), *one from your most recent/current employer*,** to the following:

Human Resource Office
Woodland Wellness Centre
Box 850
Air Ronge, SK. S0J 3G0

Phone: 306-425-9109
Fax: (306) 425-9108
E-mail: hrinfo@woodlandwellness.ca
Website : https://llrib.com/llrib-jobs/

NOTE: Please be advised applications received without the proper documentation shall <u>not</u> be considered. In the cover letter, please indicate permission to contact references. Your references MUST be people who you reported to and had direct supervisory authority over you. Also, please provide your Criminal Record/Vulnerable Sector Check and Driver's Abstract with your application.

- Telephone interviews will not be granted. However, an interview via Teams may be granted.
- LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted.
- Since this position is engaged primarily in serving the interests of Aboriginal people, Lac La Ronge Indian Band shall give preference to Aboriginal people who possess the requisite skill sets and experience.