Peepeekisis Cree Nation No. 81
PO Box 518
Balcarres, SK S0G 0C0
T: 306.334.2573 F: 306.334.2280

Employment Opportunity

Position:	**Peepeekisis Prevention Service Coordinator**	**Location:**	**Peepeekisis Band Office**
Date Posted:	**August 6, 2026**	**Date Closed:**	**August 6, 2026**
Reports to:	**Community Based Prevention Manager**	**Classification:**	**Full-time**
Department:	**Prevention**	**Competition #:**	**2026-08-06-P**

POSITION SUMMARY:

Reporting to the Community Based Prevention Manager, the Prevention Services Coordinator will provide a holistic approach to the wellness of the child, the family, and the community that is based on the Knowledge of First Nation law, beliefs and practices, the guidance and involvement of Elders and the support of family and community members. The **Prevention Service Coordinator** will work in partnership with the Community Based Prevention Services Committee, and family members from the community**,** to plan, implement, and evaluate **community-based prevention projects** and services and assist in identifying strengths and needs for appropriate prevention services to families. He/She will be responsible for the following:

DUTIES AND RESPONSIBILTIES:

Duties of this position include but are not limited to:

1. Planning and Development:

- Plans and develops **community-based prevention** workshops and individual and small group projects related to **project based learning (PBL)**, goals and objectives, within existing resources.
- Coordinates **community-based prevention** activities in a project environment with appropriate support staff and other resource people.
- Works with **community-based prevention services committee**

2. Services to Students/Teachers:

- Serves as resource for **community-based prevention projects**.
- Develops and provides services for students in coordination with school-based staff.
- Consults/confers with school staff for the purpose developing **project-based learning (PBL) projects** designed assisting at-risk students in achieving their educational career, and personal/social needs and goals.

3. Services to Parents:

- Serves as a liaison between parents and community people and services.
- Develops and facilitates **project-based learning (PBL) projects** designed to assist parents in enhancing and strengthening parental skill sets.

4. Services to Community:

- Initiates and responds to requests for information utilizing a **project-based learning (PBL) project approach** to work with family needs and functions.
- Assists in connecting families who are experiencing difficulties to collateral **community-based resources** for appropriate or specialized services.

5. Other Duties:

- Attends **community-based prevention** meetings and in -service programs.
- Participates in the evaluation process as it relates to **community-based prevention** projects and activities.
- Provides additional services as required by the supervisor.
- Attends or provides training sessions in the area of **community-based prevention** when appropriate.

6. Duties require the employee to function at the school, home visits, and in the community, and to follow a flexible work schedule.

Other duties, relevant to their position, as assigned by their Immediate supervisor.

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QUALIFICATIONS:

- Grade 12 with demonstrated community work experience **OR**
- Certificate/Diploma in related discipline and demonstrated community work experience. **OR**
- Bachelor of Social Work or Four (4) year University undergraduate degree in a related discipline and demonstrated community work experience is an asset.

SKILLS AND ABILITIES:

- Working in conjunction with the community programs and services, this individual must possess the ability to assess and identify at risk families and the ability to refer and engage the appropriate resources.
- Ability to use Professional Judgement and Critical thinking.
- Ability to work with and support the Child and Family Services Authorities.
- Excellent oral and written communication skills.
- Knowledge of the Cree Culture and the political and social objectives of the Peepeekisis Cree Nation and community members.
- Knowledge and understanding of the impacts of colonialism on First Nation people, Indian Residential Schools, Intergenerational trauma and how these factors impact individuals and families; and the influence of the child welfare system in First Nations communities.
- Knowledge and understanding of the differences between the Community Based Prevention Program and Protection Program streams.
- Possess a valid driver's license and posses a reliable vehicle.
- CPIC and Vulnerable sector required
- Must be willing to upgrade skills when time and funding permits.
- Must be willing to work evenings and weekends.
- Must be able to sign an "Oath of Confidentiality".

Working conditions

Travel is required to complete necessary job duties. Flexible work hours will be required.

Please send Covering letter, resume and 3 references
Attention: Human Resource Manager
Email: selena.dieter@peepeekisis.com
phone: 306-334-2573 Fax: 306-334-2280
Only those selected for an interview will be contacted.