



MUSKEG LAKE CREE NATION

EMPLOYMENT OPPORTUNITY

26-08

6 MONTH TERM EMPLOYMENT OPPORTUNITY

PREVENTION WORKER

Reporting to the kotawān Manager, the Prevention Worker is responsible for carrying out the duties as outlined herein.

DUTIES/RESPONSIBILITIES

- Adhere to the Personnel Policy as set out by the Chief and Council;
- Maintain strict confidentiality at all times;
- Work closely with the Prevention Case Manager and all front line workers;
- Introduce the Prevention program to community membership and provide continual promotion;
- Assist in organizing community information workshops on effective and healthy lifestyle choices especially parenting that addresses various family groups, ie; young parent, single parent, step parent grandparent and guardian;
- Provide information, counselling, advocacy and support services to families;
- Have sound knowledge of the safety of the child/children such as risk of abuse and neglect and communicate risk to the appropriate party as per the duty to report;
- Assist in identifying the need for family support services and possible resources available;
- Work with the Food Security Program to support initiatives as a way to increase self reliance for families;
- Work within the case management team to develop family centered case plans with short and long term goals for each family and ensure on-going supports are available;
- In all circumstances, ensure that information of available services and supports are communicated to the family in need;
- Assist in identifying Family Support Homes within the community;
- Maintain confidential current, accurate, and complete case documentation from the first point of contact through to file closure as per standard and legislative requirements;
- Report updates on client and family interactions to the Case Manager for file updates;
- Provide cover-off for the Family Services Worker as required;
- Conduct all tasks with regard to any and all relevant legislation, policies and procedures;
- Maintain statistical data and prepare monthly, interim and final activity reports as needed by community and funders;
- Measure the effectiveness of supports and resources by participating in file reviews and program evaluations;
- Develop and provide reports as necessary based on the work plan, identifying priorities, indicators and outcomes;
- Develop an annual personal work plan and training plan for professional development, to be updated as required;
- Participate in training, education, mentoring and other forms of development, and;
- Perform other duties as assigned by the kotawān Manager within the scope of duties.

SKILLS AND QUALIFICATIONS

- BISW or BSW or a relevant Degree with training and experience in the Human Services field;
- The ability to speak Cree, an effective understanding of Cree culture and spirituality, and experience working with First Nations communities is considered an asset;
- An understanding of family-of-origin issues and their impact on the family and community;
- Knowledge of case management, crisis intervention procedures and best practice standards;
- Knowledge of the Child & Family Services Act and the FSIN Indian Child Welfare and Family Support Act;
- Must possess strong team building skills and a positive professional work ethic;
- Effective problem solving and decision making skills;
- Have strong interpersonal and communication skills;
- Demonstrate ability to be a positive role model;
- Working knowledge of PC software applications;
- Willing to work flexible hours;
- Must have a valid Saskatchewan driver's license, reliable vehicle and meet the community insurance requirements;
- Must have a clear current CPIC (Canadian Criminal Records Check), which identifies a vulnerable sectors check.

This is a 6 month term position with the **possibility of extension** and the salary will be based on qualifications and relevant experience.

Interested candidates are requested to send in their resumes and a cover letter detailing your qualifications along with 3 references to:

HOW TO APPLY:

Please apply by sending resume and cover letter with subject title **Prevention Worker** to hr@muskeglake.com , ATTN: D. Sanderson

Application Deadline: Thursday April 23, 2026

We thank you for your interest however only successful candidates will be contacted for an interview.