



Muskoday First Nation
WELL-BEING DEPARTMENT
Job Posting

Community Addictions Prevention Program Counsellor
Permanent Full Time Position

Reports To

Manager of Community and Family Well-Being and under the direction of the Saskatoon Tribal Council (STC) Health and Addictions Coordinator

The Position

The CAPP Counselor will provide culturally sensitive and holistic support, education and prevention programs, pre-treatment assessments, and referrals to treatment centers to all members of the Muskoday Community. The CAPP Counsellor will work in collaboratively with Clients, Families, Community departments as well as external agencies to develop and implement effective treatment plans, promote recovery, and facilitate healing in a patient centered approach. This is a HIGH confidentiality and must be held to high standards.

Competencies

Compassionate and Empathetic	Client/ Focus/ Detailed and Follow up.
Commitment to Health and Safety	HIGH Organization Skills
Self-motivated	Time Management
Problem Solving	Professional Work Ethics
Strategic thinking	Teamwork with all divisions of MFN
Communication: Verbal and Written	

Duties and Responsibilities

- Coordinate and provide pre-treatment and post treatment service delivery and support.
- Facilitating cognitive-behavioral, motivational interviewing based educational substance abuse programming.
- Completing comprehensive assessment services.
- Facilitating substance abuse treatments using a relapse prevention model
- Provide individual, group and family counselling as needed, maybe after hours for group counselling.
- Organize case-management, education, and training as necessary.
- Assist with crisis counselling during and /or after a crisis incident.
- Provide after-care services.
- Liaison with other community substance abuse programs to meet the needs of Community members as required.
- Provide/Attend on going program development Training as needed.

- Prepare written documentation and reports as required.
- Coordinate events for National Addictions Awareness Week (annually).

Required Qualifications

- Diploma Chemical Dependency Studies.
- Minimum of two years experience.
- SASSI (Substance Abuse Subtle Screening Instrument) Certification would be an asset.

Knowledge, Skills, and Abilities

- Knowledge in the 12-core function of addiction counselling.
- Thorough understanding of and commitment to confidentiality.
- First Aid and CPR-C.
- Build a working relationship with clients.
- Three (3) years continuous sobriety.
- Excellent verbal and written communication skills.
- Counselling and community development experience with the strong ability to build rapport to clients.
- Professional, creative thinking, and strong judgement capabilities.
- Proven ability to work cooperatively with others.
- Valid driver's license and a reliable vehicle.

Work Conditions

- High levels of stress and pressure.
- Periodic requirement to be on-call.
- Occasional overtime.
- Interaction with others under varying circumstances-including situations of a highly sensitive nature.
- Intermittent physical activity including walking, standing, sitting, and lifting.

Salary:

This is an advanced position with a competitive salary commensurate with skills and experience.

Application Process

Please submit a resume along with three work references in this field to email: resume@muskodayfn.ca

Deadline for Applications: May 23, 2026

- ❖ Muskoday First Nation appreciates the interest of all applicants; however, only those selected for an interview will be contacted.
- ❖ Late applicants will not be accepted.

Acknowledgement and Agreement

The above description reflects the general details considered necessary to describe the principal functions and duties as required for proper evaluation of the job and will not be construed as a detailed description of all the work requirements that may be inherent in the job. Employees may perform other related duties and tasks as required to meet the needs of the operation.

I acknowledge that I have received and reviewed this job description.

Name: _____

Signature: _____

Date: _____

HR Witness/Supervisor: _____