



Summary

Mandated to promote healthy youth, family, and community environments in which all community members can thrive through culturally appropriate, community-based programs. In addition, the Youth Centre program encompasses their services under the direct supervision of the Health Centre.

The four components of program delivery on a regular basis through workshops and daily activity: Cultural Awareness, Health & Wellness, Mental Health & Awareness, Recreation & Leisure.

Responsibilities

1. To provide leadership, guidance, support, supervision, and direction to the Waasa Naabin Community Youth Services team.
2. To coordinate the planning, implementation, and evaluation of the youth programs by providing an annual work plan.
3. Consult with management groups and community as to the progress and direction of service by reviewing the five-year work plan.
4. Comply with the WUT Personnel Policies and Procedures.
5. Conduct orientation for all new employees to ensure WUT Personnel Policies and Procedures.
6. Participate in regular program manager's meetings coordinated by the Director Health Services.
7. Analyze, evaluate, and interpret collected data to assist and advise support staff in selecting the most suitable delivery service of programs and services.
8. Ensure compliance with annual report and submit it to the Director Health Services for review and approval.
9. Conduct annual employee performance appraisals with full-time staff.
10. To ensure ongoing maintenance of the facility in collaboration with the WUT Technical Services department.
11. Coordinate and regular program staff meetings.
12. Collaborate and develop partnerships with other organizations for cost effectiveness in program implementation.
13. Develop an annual budget along with a five-year budget in accordance with Brighter Futures funding as per First Nations Inuit Health.
14. Develop proposal for additional funding.
15. Operation of HR System.
16. Comply with the WUIR Financial Policies and Procedures.
17. To ensure programming and services delivered promote resilience and well-being amongst our youth thereby addressing the vision of NAANDWECHIGE-GAMIG Wikwemikong Health Centre: Wholistic well-being of the community.
18. Implement program goals and objectives.
19. Design and deliver youth programs that promote personal development, education, and recreation.
20. Organize workshops, events, and outreach activities to engage diverse groups of young people.
21. Monitor and evaluate program effectiveness and adapt as needed.
22. Community engagement: build partnerships with schools, local organizations.
23. Function as a liaison between the youth centre and parents, guardians, and stakeholders.
24. Promote the WNCYSC through marketing and social media initiatives.
25. Ensure the centre is well-maintained, safe, and welcoming.
26. Oversee scheduling and usage of spaces for activities and events.
27. To ensure employees of Waasa Naabin Community Youth Services Centre are updated on their required certification.

Qualifications

- University bachelor's degree in social sciences
- Minimum 2 years' experience in program development and implementation.
- 2 years supervisory experience.
- Ability to work respectfully in a multi-disciplinary team.
- Strong Personal commitment to youth development.
- Clear criminal reference check.

Salary: \$93,897. Interested applicants **MUST** submit: 1) A cover letter; 2) Updated resume; 3) Photocopy of certificates/diploma/degree from a post-secondary institution, and 4) Contact information (email, phone number) of 2 work related references.

Attention: Melissa Roy
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Deadline: January 9, 2026 @ 3:00pm

Late or incomplete applications will not be considered and we appreciate your interest.