



The United Native Friendship Centre is seeking a highly motivated, well-organized individual for the position of

APATISIWIN EMPLOYMENT COUNSELLOR

QUALIFICATIONS:

- Relevant post-secondary education in field of employment/training
- One to two years' experience in employment and training initiatives
- Experience in basic accounting
- Knowledge and experience in Indigenous community development
- Knowledge in theory, principles and practices of career transition, counseling and career development preferred
- Familiarity with available community resources in our service delivery area
- Excellent verbal and written communication skills
- Superior computer skills
- Experience in report writing
- Experience in group facilitation skills
- Knowledge and experience working with Indigenous culture and language an asset
- Ability to work independently
- Superior ability to work within deadlines under minimum supervision
- Good management and planning skills
- Excellent teamwork and team building skills
- Must provide a Vulnerable Sector Criminal Reference check prior to employment
- Must possess a valid Class G driver's license and access to a vehicle

Please send cover letter, resume and three work related references to:

**Personnel Selection Committee
United Native Friendship Centre
P.O. Box 752
516 Portage Avenue
Fort Frances ON P9A 3N1 or email mmcpherson@unfc.org**

Closing Date: Friday, April 5, 2019, at 4:00 p.m. A complete job description is available at the Main Building (reception), 516 Portage Avenue and on our website www.unfc.org