



**GICHI OZHIBI'IGE OGAAMIC  
ADMINISTRATIVE OFFICE**



**JI-ADISIDOOVANG GE-ONJI MINO-AYAAYANG  
HEALTH TRANSFORMATION**

## **GRAND COUNCIL TREATY #3 EMPLOYMENT OPPORTUNITY**

**Position:** Social Emergency Coordinator  
**Category:** Full-time position  
**Salary:** \$60,000-\$75,000  
**Location:** Kenora or Fort Frances, ON (Hybrid Remote option)  
**Closing Date:** Open until filled

### **Overview:**

Reporting to the Manager for Health System Planning within the Health Department, the Social Emergency Coordinator will support Health System Planning and Social Wellbeing within Treaty #3 by supporting community planning, preparedness, and response for health and social emergencies. This role will support a nation-based approach to health and social emergency response through prevention, mitigation, preparedness, response, and recovery efforts that integrates emergency management as a key pillar to health system planning.

### **Key Responsibilities:**

- Conduct a health and social risk assessment to develop resources and tools for health and social emergency planning.
- Support community mental wellness teams and frontline workers to enhance preparedness for emergencies with partners.
- Support First Nations within Treaty #3 on the development, implementation, and updating of community emergency response plans for health and social emergencies.
- Support communities and frontline workers to enhance emergency preparedness and resiliency for health and social emergencies.
- Develop health and social communication materials, resources, and information tools on environmental health, emergency preparedness, healthy lifestyles, mental health, injury prevention, safe drinking water, food safety, and harm reduction.
- Develop tools and resources to support community knowledge for addressing health and social emergencies.
- Support the development of a Safe Communities Strategy, to holistically promote healing and wellness in Treaty #3.
- Develop a training plan for Treaty #3 communities to build capacity for health and social emergency response and support community capacity-building.
- Support the development of a Treaty #3 health transportation strategy for health and social emergency response.
- Develop a trauma-informed and culturally competent approach to emergency response for Treaty #3 during health and social emergencies.
- Community monitoring and support for emergency events and working collaboratively with leadership, community based, regional, federal and provincial partners to ensure continuity of care for all community members and evacuees'.

**Qualifications:**

- High school diploma with knowledge of First Nation health and social services, traditional healing, crisis management, cultural safety, and emergency management.
- Experience in working with First Nation leadership and demonstrated Indigenous cultural competency.
- Ability to work on an on-call basis and irregular and extended working hours during an emergency response.
- Valid Class G Driver's license, or willingness to obtain
- Proficient in the use Canva, Excel, PowerPoint, Word, Zoom, MS Teams.
- Knowledge of engagement tools and processes
- Ability to build consensus and generate common understanding
- Ability to work in a fast-paced environment
- Knowledge of Treaty #3
- Ability to work independently and problem solve
- Strong organizational and time management skills with a demonstrated ability to prioritize and coordinate work
- Strong interpersonal skills and ability to work with the public.

Please send cover letter, resume, and contact information for three references to the attention of:

**Human Resource Department**

Grand Council Treaty #3

P.O Box 1720 Kenora, Ontario P9N 3X7

Email: [hr@treaty3.ca](mailto:hr@treaty3.ca)

We want to thank all candidates for their interest in this position. However, only those being considered will be contacted. At Grand Council Treaty #3, we value each individual's unique skills and experiences and are committed to creating and maintaining an inclusive and accessible environment for everyone. If you require accommodation during the recruitment and selection, advise Human Resources when applying for the position.