



DAKOTA OJIBWAY TRIBAL COUNCIL – HEALTH SERVICES EMPLOYMENT OPPORTUNITY

POSITION:	Wellness Program Enhancement Coordinator - (TERM POSITION) Dakota Ojibway Health Services (DOHS) – Wellness
ADVERTISEMENT #:	2627-03
LOCATION:	Dakota Ojibway Health Services 200-200 Alpine Way, Headingley, Manitoba
SALARY:	Based on education and experience
INTERVIEWS:	To be determined
CLOSING DATE:	Tuesday May 5, 2026 @ 4:30pm

PROGRAM ENHANCEMENT COORDINATOR

Under the direction and supervision of the Dakota Ojibway Health Services (DOHS) Wellness Team Lead, the Program Enhancement Coordinator is responsible for providing professional support to front line staff, individual member communities and their families. The Program Enhancement Coordinator will support front line staff and First Nation communities to reduce the incidence of alcohol and other substance abuse by determining program needs for member communities through individual and joint consultation of each community's respective representatives.

The Program Enhancement Coordinator will utilize all resources involved with mental health and addictions. The Program Enhancement Coordinator engages key partners and stakeholders in outside agencies and communities, and forms collaborative networks to ensure access points to specialized mental health, addiction and community resources. The Program Enhancement Coordinator will work with the DOHS Wellness Team in creating a comprehensive Community Wellness Strategy aimed at enhancing service delivery.

KEY RESPONSIBILITIES:

- Assist in determining program needs for member communities through individual and joint consultation of each community's respective representatives.
- Establishing and maintaining trusting relationships and environments with member communities.
- Coordinate the planning, development, implementation of addiction, after care, harm reduction educational and outreach materials and workshops.
- Develop a strategic plan addressing Mental Health & Addictions within member communities.
- Monitor and evaluate program objectives; research best practices, develop solutions and provide advice on Mental Health and Addictions issues, trends and strategic directions to Health Director and Health Board.
- Facilitate linkages and access to primary care, addiction and mental health supports appropriate to the needs to of individual member community's continuum of care.
- Develop, plan, coordinate and deliver awareness workshops, events and activities that promote healthy families, cultural awareness, increasing the awareness and understanding among the community about substance abuse, mental health & trauma recovery.
- Provide member communities with ongoing new and innovative opportunities to increase their knowledge about the effects of alcohol, drugs and related mental health.

FORMAL EDUCATION/TRAINING AND EXPERIENCE:

- To have knowledge of and willingness to actively support traditional healing practices.
- Knowledge of culture, traditions, attitudes and socio-economic conditions of the First Nations communities
- To have a personal self-care or holistic wellness plan.
- Involvement in community committees and strong facilitation skills
- A graduate degree with a strong research component, Critical Incident Stress Management (CISM) Certificate, First Aid Level 1 Emergency Certification, Applied Suicide Intervention Skills Training (ASIST) would be an asset.
- Minimum three (3) years' experience in a role that required counselling individuals, and supporting persons with physical and intellectual disabilities, addictions and mental illness.
- Ability to work within budgets and experienced in proposal writing for additional funding
- Effective verbal and written skills including the ability to listen to others and communicate clearly
- Strong organizational skills with an aptitude for leadership, problem solving and decision making
- Ability to define problems, gather data, organize facts, and make valid conclusions
- High level of sound and independent judgment, reasoning, and discretion.

CONDITIONS OF EMPLOYMENT:

- Requires a Child Abuse Registry Check; Adult Abuse Registry Check; Criminal Record Check with Vulnerable Sector Screening
- Requires access to a reliable vehicle meeting all safety standards and must be able to travel extensively throughout Region.
- Valid Manitoba Driver's License
- Be able to work a flexible or irregular work schedule including afterhours and weekends, as needed.

Interested applicants are invited to forward a resume and cover letter, including two (2) references to:

Attn: Human Resource, Dakota Ojibway Health Services

Ph: (204) 988-5370 Fax: (204) 947-5179

Email: theresam@dohs.ca

****Please indicate the Advertisement Number and Position Title in the subject line and/or body of your email****

DOTC appreciates the interest of all applicants; however, only those individuals considered for an interview will be contacted.