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**Life Long Care Program Coordinator**  
**(Temporary Contract Position to cover a Parental Leave until August 15, 2025)**

The Life Long Care Support Worker is responsible to the policies and directions as determined by the Board of Directors of the Friendship Centre and under the direct daily supervision of the Executive Director. The Life Long Care Support Worker is responsible for the development & delivery of culturally appropriate community support services to meet the needs of Indigenous seniors, as well as Indigenous persons who are chronically ill or disabled.

**RESPONSIBILITIES**

- Provide and or arrange transportation for medical appointments
- Plan, shop and facilitate social gatherings and outings
- Perform friendly visits and security checks
- Participate on local long-term care community committees to ensure Indigenous representation and advocacy
- Ensure access to medical and Indigenous language translation
- Conduct ongoing community consultations and needs assessments related to community-based service and long-term care needs

**QUALIFICATIONS**

- Post-secondary degree or diploma in social, health, or human services; or relevant accredited training combined with related work experience
- Previous experience working with Indigenous persons and community organizations
- Knowledge of social, cognitive, physical & cultural needs of Indigenous people
- Practical knowledge of Indigenous values, traditions and practices
- Positive attitude & demonstrated capacity to act as a healthy lifestyle role model
- Ability to speak Ojibway, Cree or Oji-Cree is a definite asset
- Excellent communication skills, both verbal & written
- Working knowledge of computer programs and applicable uses
- Valid driver's license & access to a reliable vehicle is required
- Must possess current First Aid / CPR certification or able to be certified
- Vulnerable Persons Check (upon offer of employment)

**Benefits:**

- Earn up to **9.37 hours of Paid Personal Leave** per month (potentially 15 days annually, based on hiring date)
- Paid lunch based on actual working hours
- Optional choice to work a flexed schedule that allows for every other Friday off

**Salary: \$52,500-\$55,000** annually to start

**OPEN UNTIL FILLED**

Please submit your **resume** along with a **cover letter** to:

**Ne-Chee Friendship Centre**

Brianna Boucha, Human Resources Manager

326 Second Street, Kenora, ON P9N 1G5    [hr@nechee.org](mailto:hr@nechee.org)    Fax: (807)-468-5340

*We wish to thank all applicants, however, only those selected for an interview will be acknowledged.  
Preference will be given to Indigenous applicants. Please self-identify upon applying.*