

## OHSNI Position Profiles and Descriptions

Job title	Service Coordinator – Child First Initiative
Reports to	Executive Director
Position summary	The Service Coordinator, CFI will provide families with a knowledgeable resource to help them navigate existing federal and territorial health and social services programs and services to address a child’s needs.
Specific responsibilities	<p>Identify children with unmet needs and assist them in securing needed services and supports.</p> <p>Support data collection and analytical activities to better understand the scope of children’s needs and nature of service gaps.</p> <p>Establish and nurture relationships across community-based programs and services, service providers and Inuit, federal and territorial programs and services.</p> <p>Ensure children receive quality and culturally appropriate health and social services as well as support across all stages and levels of care.</p>
Education and qualification	<p>Completion of a recognized post-secondary Physiotherapy Assistant/Occupational Therapy Assistant certificate program or Child and youth care worker and in good standing with the appropriate association or college</p> <p>Three to five years’ experience working with children and families</p> <p>Good communication skills, both verbal and written</p> <p>Knowledge of Inuit Culture</p> <p>Knowledge of the NU and the Ottawa health and social services system</p> <p>Ability to work independently</p>

Salary Range 55,000.00 to 60,000.00 depending on experience and education

Full-time temporary

If you are interested, please send a cover letter and your CV to Danielle Dorschner, Executive Director, OHNSI at [ddorschner@ohsni.com](mailto:ddorschner@ohsni.com).