

NATIVE COUNSELLING SERVICES OF ALBERTA



Indigenous Client Escort Driver STAN DANIELS HEALING CENTRE, EDMONTON, AB

Competition No. 1821

Closing Date: September 24th.2019

Native Counselling Services of Alberta (NCSA) is a diverse, dynamic non-government organization that is committed to the holistic wellness and equitable treatment of Alberta's Aboriginal individuals, families and communities since 1970. NCSA is currently looking for an individual to work within our team as a driver for client escorts (temporary absence) to inmates. Under the direction of the Coordinator of Residential Services, this individual should have a strong work ethics with the ability to work flexible schedules within the mandate of the organization. General responsibilities include supervising and monitoring inmates to be within sight and sound at all times and that all paperwork is completed as required. Additional training will be provided for the position.

Skills and Qualifications:

- Working knowledge and/or experience of Aboriginal culture.
- Must possess a valid driver's license; provide driver's abstract, criminal record check and child intervention record prior to hire.
- Must be self-motivated with the ability to work alone and within a team environment.
- Must be prepared to work varied shifts with excellent time management skills, with the ability to communicate both verbal and written.
- Minimum education grade 12 with previous experience working in the Aboriginal Community and Corrections would be a definite asset.
- Knowledge of the National Parole Board, Correctional Services Canada and Correctional Release Act a definite asset.
- Awareness/knowledge of the historical and current issues within our Aboriginal Society, which have resulted in Aboriginal over representation within the Correctional Justice System is a requirement.

Please forward resume to

Manager Human Resources
Native Counselling Services of Alberta
14904- 121 A Avenue
Edmonton, Alberta T5V 1A3
Phone/Fax: 780-482-7893
Email: marg-milicevic@ncsa.ca

We thank all applicants in advance. However, only those selected for an interview will be contacted.