

**PROGRAM FACILITATOR
Indigenous Healing Lodge**

**Full Time Position – Edmonton, Alberta
Closing date: October 30, 2025**

Native Counselling Services of Alberta's mission is to promote the resilience of the indigenous individual and family, through programs and services that are grounded in reclaiming our interconnectedness, reconciliation of relationships and self-determination.

Native Counselling Services of Alberta (NCSA) is committed to providing culturally relevant and holistic support services in our Indigenous Healing Lodges. This position co-facilitates various programs applicable to supporting individual residents to move forward in their personal life, accessing and identifying areas they need to work on. The program facilitator should be dependable, flexible and committed to supporting individuals within our healing lodges.

Specific responsibilities of the position include:

- Be responsible for ensuring the program mandate is followed on a regular basis.
- Prepare all materials for the various programs within the healing lodges.
- To assist and support individuals who want to make changes in their personal life.

Our ideal candidate would have the following qualifications:

- **In-depth experience and working knowledge of Indigenous communities, cultures, healing and language.**
- Possess Social Work Degree or related human resource experience or extensive experience working with Indigenous people.
- Possess knowledge and in-depth understanding of historic trauma and impacts on Indigenous people.
- Ability to seek out and establish professional relationships and contracts with individuals and organizations.
- Possess effective communication, decision-making, problem solving and time management skills.
- Must work efficiently and effectively as part of the team across the organization with significant communication, interpersonal and documentation skills both oral and written.
- Must have previous experience in facilitating groups.
- Must provide recent Criminal Record/ Child Welfare Check with a valid first aid and C.P.R. certificate.
- Possess knowledge and in-depth understanding of Microsoft Office, including Word, Excel, PowerPoint, and Outlook. Be able to send team email invitations and track replies.
- Must possess professional appearance, boundaries and behaviours suitable for work.
- Must have a reliable vehicle, valid Alberta class 5 driver's license with a clean driver's abstract, required liability insurance and confirmation of insurance coverage.

Starting salary- \$55,000.00 annual

Please forward your resume and cover letter to:

Marg Milicevic, Manager, Human Resources

Email: careers@ncsa.ca

Thank you for your interest in joining the NCSA team. Only candidates selected for an interview will be contacted. We are committed to providing a workplace that is inclusive and accessible to all. Should you require accommodation during the hiring process, please contact our Human Resource team.