

NAVIGATOR

Indigenous Housing First- Edmonton Alberta Closing date: February 5, 2026

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 for individuals within our programs including our Housing programs. The individual we are wanting on our team should be dependable, highly motivated and committed to providing services to individuals who to access and maintain housing needs. The individual should be outgoing, involved in their community, organized and take initiatives to assist clients with their housing needs.

Specific responsibilities of the position include:

- To provide coordinated services to individuals with the housing outreach workers.
- To support individuals working with other housing staff to take responsibility for making decisions developing plans and follow through on actions to create positive changes.
- To ensure follow up supports are set with individuals and provide access to resources as required.

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 contacts 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 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. Must be able to send team email invitation 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 for work.

Starting salary- \$50,000.00 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.