



PROGRAM MANAGER
Hotel / Supportive Housing

Full-Time Position – Red Deer, Alberta
Closing date: October 1, 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) Hotel / Supportive Housing program is looking for a dedicated self-motivated individual to fill the position of Program Manager in Red Deer. The individual should have previous management experience and committed to supporting individuals to address barriers, working toward a holistic lifestyle.

Specific responsibilities of the position include:

- To plan, coordinate and supervise activities and services of staff to meet objectives of the program.
- To positively reflect the philosophy of NCSA in interactions with staff, program participants and community.
- To promote the resilience of individuals and families served and support staff in day to day interactions with the residents and community.

Our ideal candidate would have the following qualifications:

- **In-depth experience and working knowledge of Indigenous communities, cultures, healing and language.**
- Degree, diploma or certificate in Human Services is an asset.
- In-depth experience and working knowledge of Indigenous communities, cultures, languages and healing.
- Demonstrated understanding of historic trauma and the impact of colonization on Indigenous people.
- Ability seek out and build relationships with service providers and community members.
- Good understanding of the operation of service systems such as child and family services, justice, housing, income support and community services.
- Experience hiring and supporting staff, following contractual and NCSA guidelines and expectations.
- Strong interpersonal relations, conflict management, leadership and time management skills. Strong organizational and administrative skills with effective oral and written communication.
- Proficient knowledge of working with data base, Microsoft 365 and smart phone technology.
- Maybe required, willing to participate in cultural and land-based teachings.
- Must have a reliable vehicle, valid Alberta driver's license with required liability insurance and confirmation of insurance coverage to use your vehicle for work and/or to transport clients.
- Must provide up to date criminal record check, child intervention check and pass CSC mandatory screening process.

Starting Range - \$70,000.00 - \$80,000.00 annual

Please forward your resume and cover letter to:

Marg Milicevic, Manager, Human Resource

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.