WELLNESS COORDINATOR

NCSA Hotel Supportive Housing Program, Red Deer, Alberta
Closing date: November 10, 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) offers a variety of support services to Indigenous individuals to assist in addressing barriers that hinder their holistic lifestyles. Currently we are looking for a highly motivated individual to fill the full-time position of wellness coordinator to assist residents to self-determine, develop healing plans and follow through on actions to create positive changes in their health and lives.

Specific responsibilities of the position include:

- To help build residency of individuals to reconcile the impacts of colonialism and historic trauma.
- To work with partners to develop a collaborative system of supports and services to residents.
- Ensure program requirements are met in accordance with contractual agreements.

Our ideal candidate would have the following qualifications:

- **In-depth experience and working knowledge of Indigenous communities, cultures, healing and language.**
- **Demonstrated understanding of historic trauma and the impact of colonization on Indigenous people.**
- Possess social work degree or related human resource experience or, extensive working experience facilitating groups/ circles.
- Proficient working knowledge of computers and information technology.
- Excellent time management skills, ability to prioritize work exceptional or and written communication skills, strong interpersonal relations, conflict resolution, leadership.
- Ability to work in a team environment and/or work independently with minimum supervision.
- Must maintain confidentiality, on occasion able to work flexible hours based on group circles.
- Professional appearance, maintain boundaries and behaviours suitable for the position.
- Good understanding of the operations of service systems such as addictions, mental health, income support, health and wellness and educational training.
- Possess administrative assistant degree or related human resource experience or extensive experience working with Indigenous people.
- Understanding of the operations of Child and Family Services, Justice and court systems, corrections Canada, housing and income supports is an asset.
- 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 provide recent Criminal Record/ Child Welfare Check with a valid first aid and C.P.R. certificate.
- 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- $50,000 to $55,000 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.