



Competition No.: **2026-025**
Position: **Community Program Facilitator**
Classification: **PW Salary Scale: \$58,317.29-77,022.48**

- Full-Time (dependent on funding)
- Travel required

Conditions:

- Preference will be given to internal candidates
- An eligibility list may be established for future openings

Department: **Family Preservation Unit**
Location: **Southeast Communities, touch down in Winnipeg.**
Closing Date: **April 22, 2026**
Email: hr@secfs.ca Fax **204-594-0499**

Vision - Mino Pimatiziwin

Living a good life for our children, families and communities now and for our future

Mission- Southeast Child and Family Services supports the children, families, and communities with providing respectful, caring, and supportive preventative and protection services to promote the well-being and safety of the children, families, and communities.

Position Overview: Reporting to the Manager of the Family Preservation Unit, Community Program Facilitators are responsible for developing and facilitating culturally informed activities, programs and workshops for families across our eight Southeast communities. Utilizing diverse and dynamic presentation methods, Community Program Facilitators ensure the activities, programs and workshops are held in a supportive and nurturing environment that inspire participants to discover their strengths, challenge limits and build resilience

RESPONSIBILITIES:

- Develop and deliver engaging, interactive, and responsive programming in our eight Southeast communities that includes but is not limited to: cultural and land-based activities; parenting programs; pre-employment training programs; life skills enhancing workshops; recreational activities and therapeutic groups.
- Schedule facilities and develop materials required for program delivery.
- Network to create and maintain positive and respectful relationships with community partners.
- Collaborate with community partners to execute outreach and marketing of programs to maximize participation.
- Promptly respond to program inquiries from community members, partners, SECFS staff and others.
- Maintain accurate records including bi-weekly report of activities, attendance and incident reports
- Maintain confidential and/or sensitive information.
- Assist with monthly planning of programming and coordinating special events and functions.
- Participate in ongoing program assessment, review and evaluation to identify gaps and opportunities to enhance program content, delivery and engagement.
- Identify trends and evaluate current activities, programs and workshops to ensure a high degree of innovation and quality of services.
- Other duties as assigned.

QUALIFICATIONS:

- Post-secondary degree/diploma in social services (or equivalent combination of education and experience)
- Two years experience developing and facilitating workshops and/or seminars
- Understanding and appreciation of Anishinaabe cultural beliefs, values, norms, ceremonies and teachings.
- Demonstrated ability to work respectfully with First Nation communities i.e., leadership, children, families, colleagues, with an understanding of the unique strengths, barriers and challenges faced by Southeast families.
- Highly motivated with ability to take initiative while working with minimal supervision.
- Dependable and solutions-focussed with ability to prioritize, organize and multitask.
- Proficiency with Microsoft Office, internet-related research and work-related applications.
- Strong oral and written communication skills with ability to speak Anishinaabemowin an asset.
- Satisfactory Criminal Record, Child Abuse Registry Checks and Prior Contact Checks.
- Mandatory travel to eight Southeast Communities via vehicle, small boat, helicopter, float plane, plane and Winter Road.
- Valid Drivers License and use of a personal vehicle with ability to travel to communities on a regular basis.

Preference will be given to Southeast members and Indigenous (First Nations, Métis, or Inuit) candidates meeting the position requirements.

All Indigenous applicants are asked to self-declare within their cover letter.

We thank all applicants; however, only those candidates selected for an interview will be contacted.

We offer competitive wages and an exceptional benefits package.

**Berens River First Nation - Black River First Nation - Bloodvein First Nation – Brokenhead Ojibway Nation
Hollow Water First Nation - Little Grand Rapids First Nation - Pauingassi First Nation - Poplar River First Nation**