

We're hiring:

# Program Facilitator

## CLOSING DATE

until position is filled

## ON-SITE

Monday - Friday, 08:30 - 04:30

Our staff say the benefits of working here include: "The family oriented atmosphere is great. We are helping play a part in changing the lives of people who are struggling."



## Values

- Passionate about helping families
- Interested in being a part of a healing team
- Dedicated to cultural safety and humility
- Looking for a generous health and pension plan

## Qualifications

- A degree or diploma in human services
- Experience in substance misuse services
- Strong attention to ethics and confidentiality
- Training in individual and group counselling



# Employment Resume Screening

Candidate: Position applied for:	Completed by: Date:

<b>Qualifications</b>
<b>Educational</b>
<b>Experiential</b>

	Included	Not Included	In progress		
<b>1. Three references provided</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>2. Criminal Record Check</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>3. Vulnerable Sector Check</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. Proof of Education and Certifications</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5. Copy of Driver's Abstract</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6. Copy of Driver's Licence</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>7. Proof of Vaccination</b>					
Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Proof of eligibility to work in Canada</b>
--

- Indigenous Canadian
- Canadian Citizen
- Permanent Resident
- Open Work Permit
- Student Work Permit (Eligible hours)
- Temporary Resident Permit
- Current Refugee Status

Follow up required for taxation purposes

YES

NO

**9. Proceed with Interview (Screeners rationale)**

Comments: