

# Employment Opportunity

**Siksika Health Services** is a not-for-profit organization which provides Primary Care and Community Wellness support. The facilities are used by our Proud Siksika Nation Members and our friendly surrounding communities. We are a very enthusiastic, empowering and encouraging team. Our **Mission** is to strive for accountable efficient services delivery, and our **Vision** is to proactively provide quality and holistic health care.

<b>Organization:</b>	<b>Siksika Health Services</b>
<b>Title:</b>	<b>Substance Use Coordinator</b>
<b>Location:</b>	Siksika Health Services
<b>Reports to:</b>	Substance Use Team Leader
<b>Posted Date:</b>	January 6, 2026
<b>Deadline:</b>	<b>January 23, 2026</b>
<b>Annual Salary:</b>	Based on Experience and Education
<b>Position Status</b>	Term Contract

## **POSITION SUMMARY:**

The Substance Use Coordinator, will lead the Addictions team with the implementation of Siksika Health Services Substance Use program. The incumbent will be responsible for the day-to-day operations including, but not limited to: planning, organization, supervision, and the implementation of the Program services. The incumbent will also collaborate and advocate with relevant service area providers and agencies to enhance program services.

## **Responsibilities include, but will not be limited to:**

- Collaborate with the Substance Use Team Leader in the implementation of the outpatient/aftercare addictions portion of the newly developed Integrated Mental Health and Addictions program.
- Lead the implementation, required development, and reporting of the outpatient/aftercare addictions program for Siksika Nation members who are dealing with addiction.
- Program instruction to be grounded in Matrix Institute on Addictions' Intensive Outpatient Treatment model
- Lead the Substance Use program team to provide quality, client-focused, culturally appropriate interventions, case management, education and referral services for clients and their families.
- Responsible for written reports on activities and program, quarterly and annual reports, workplans and annual budgets.
- Lead the monitoring and evaluation of client progress, and achievement of recovery goals.
- Provide leadership and oversee staff operations: regular staff meetings and planning meetings.
- Coordinate in-service trainings and workshops for Siksika Health Services staff and Nation members
- Research and maintain updated information on addiction-related issues.
- Coordinate, develop, implement community programs and activities that support the community.
- Liaise with local schools to promote programming activities focusing on awareness and prevention strategies.

**(FOR A FULL JOB DESCRIPTION PLEASE CONTACT HUMAN RESOURCES)**

## **Education & Experience:**

- Minimum Bachelor's or Diploma degree in Addictions, Social Work, Nursing, Health Management, or related field;
- Minimum 2 years' experience working in the field of addictions and/or addictions counselling;

## **Knowledge, skills and abilities:**

- Ability to communicate and collaborate effectively with others
- Ability to speak/understand Blackfoot; knowledge of Siksika history is a definite asset.
- Demonstrated leadership and communication skills
- Excellent organizational and time management skills

## **Other Requirements:**

- Must have a vehicle and valid class 4 drivers license
- Criminal Record clearance

**PLEASE SEE SIKSIKA HEALTH H.R FOR JOB DESCRIPTION**

**FOR ADDITIONAL INFORMATION OR TO APPLY, PLEASE SUBMIT YOUR RESUME, COVER LETTER, EDUCATION DOCUMENTS, TWO REFERENCE LETTERS and CRIMINAL RECORD CHECK TO:**

**SIKSIKA HEALTH SERVICES**

**Christie Duck Chief**

**Recruitment Officer**

**Recruitment@siksikahealth.com**

**Human Resources Department**

**ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED**

