



Primary Prevention Worker 008-26-2
Primary Prevention Services, Social Services

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **January 28th 2026** for with **Primary Prevention Services, Social Services**. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website.

Online applications accepted through <https://www.sixnations.ca/careers/>

NO LATE APPLICATIONS ACCEPTED. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

JOB SUMMARY: The Primary Prevention Worker reports to and works under the direction and supervision of the Supervisor of the Primary Prevention Services Unit.

The Primary Prevention Services Worker shall participate in the development and delivery and evaluation of programs and activities that enhance child, youth, and family wellness.

The Primary Prevention Services Worker is responsible for developing and maintaining an up-to-date staff/public resource library and providing the community with information for recruiting, developing, and supporting a volunteer service component.

Type	Full-time
Closing Date	January 28, 2026
Hours of Work	35 hours per week
Wage	\$27.20

*A competitive compensation package will be offered commensurate with qualifications. *

BASIC QUALIFICATIONS:

- College diploma in Child and Youth Studies or other related fields OR High school diploma with two years' experience working with children and/or youth
- Excellent computer skills and demonstrated proficiency in current business software.

Other Preferred Qualifications

- Excellent written and oral communications skills.
- Good organizational skills.
- Expressive arts training is considered an asset.
- Ability to work independently and as a strong team player; good interpersonal skills.
- Ability to analyze problems, recommend and implement solutions.
- Ability to pass criminal check and child abuse registry check.
- Knowledgeable in Hadenosaunee culture and the contemporary characteristics of the Six Nations' social structure.

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

- Please visit: <https://www.sixnations.ca/careers/> to access our job board and follow the directions to apply.
- Please ensure all required documents are provided/uploaded with your application package, which include:
 1. **Cover letter** including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 2. **Recent resume** clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 3. **Copy of your education** diploma/degree/certificate and transcript.

If you have any questions or need assistance, please reach out to Alkiie Froman, HR Business Partner at 519-445-2223 ext. 5727 or via email at HRBP2@sixnations.ca.

Method #2: In-Person application submissions go through GREAT (Grand River Employment and Training); these applications must include all the following:

- A **Six Nations of the Grand River Application for Employment Form**.
 1. **Cover letter** including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 2. **Recent resume** clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 3. **Copy of your education** diploma/degree/certificate and transcript.
- Place all documents listed above in a sealed envelope and mail to or drop off at:

PRIMARY PREVENTION WORKER – F/T-008-26-2
c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0

If you have any questions or need assistance, please reach out to Alkiie Froman, HR Business Partner at 519-445-2223 ext. 5727 or via email at HRBP2@sixnations.ca.



SIX NATIONS CHILD AND FAMILY SERVICES PRIMARY PREVENTION SERVICES WORKER

REPORTING RELATIONSHIP:

Reports to and works under the direction and supervision of the Supervisor of the Primary Prevention Services Unit.

PURPOSE AND SCOPE OF THE POSITION:

The Primary Prevention Services Worker shall participate in the development and delivery and evaluation of programs and activities that enhance child, youth, and family wellness.

The Primary Prevention Services Worker is responsible for developing and maintaining an up-to-date staff/public resource library and providing the community with information for recruiting, developing, and supporting a volunteer service component.

DUTIES AND RESPONSIBILITIES:

1. TECHNICAL:

- Participate in the preparation of budgets and work plans, and program plans.
- Participate in the development of a catalogue of all materials acquired and establishing a loan system.
- Input accurate and relevant information into the information system.
- Monitor and identify shifts in community needs and advise the community support team of the implied service and operational changes implied.
- Assist in the development, delivery, organization and evaluation of community information sessions and workshops.
- Assist in the development and delivery of public promotion strategies to increase the community's awareness of programs and services available (i.e. newsletter updating the community on program developments).
- Assess, monitor, evaluate and address volunteer requirements/needs.

2. ADMINISTRATIVE:

- Develop appropriate job descriptions and eligibility requirements for volunteers.
- Develop recruitment /information packages and continuously advertise through all possible media (radio, newspaper, flyers, poster, etc.).
- Assist in the establishment of interagency protocols in respect to the delivery of community support services to members.
- Participate in the staff performance appraisal process, which includes conducting annual staff evaluations.

3. COMMUNICATIONS & LIAISON:

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



Provide on-going support to volunteers by maintaining an open-door policy, organizing and conducting regular volunteer meetings, maintaining contact by phone and through visits and by arranging for seasonal events.

- Participate in regularly scheduled and ad hoc team meetings.
- Deliver workshops and seminars and attend/participate in community events.
- Prepare and present concise program reports.
- Work respectfully and effectively with children, family, and other community members; in particular with elders.
- Effectively interpret and respond to community needs.
- Participate in team development and team approaches to problem solving.

4. OTHER RELATED DUTIES:

Any other related duties as assigned by the Supervisor of the Primary Prevention Services Unit which includes, but is not limited to, participation in the Six Nations Community Emergency Measures Plan and participation in Crisis Services.

WORKING CONDITIONS:

Work involves mental stress; requires interaction with the public, subject to deadlines, interruptions, and some unscheduled hours; flexibility to work evening and week-end hours; ability to take direction, prioritize, and work independently.

WORKING RELATIONSHIPS:

With the Supervisor of the Primary Prevention Services Unit

Receives direction and guidance. Discusses plans, priorities and interacts to ensure tasks are done efficiently and effectively; receives instruction and supervision.

Familiar with Six Nations Council policies and procedures

With the Directors and Managers

Provides information and assistance. Works in a cooperative and courteous manner.

With the Community

Represents and promotes Six Nations Council and the Social Services Department in a courteous, cooperative and professional manner.

KNOWLEDGE AND SKILLS:

Minimum Qualifications

- College diploma in Child and Youth Studies or other related fields OR High school diploma with two years experience working with children and/or youth
- Excellent computer skills and demonstrated proficiency in current business software.

Other Preferred Qualifications

- Excellent written and oral communications skills.
- Good organizational skills.

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- Expressive arts training considered an asset.
- Ability to work independently and as a strong team player; good interpersonal skills.
- Ability to analyze problems, recommend and implement solutions.
- Ability to pass criminal check and child abuse registry check.
- Knowledgeable in Hadenosaunee culture and the contemporary characteristics of the Six Nations' social structure.
- Will be thoroughly familiar with the relevant legislation, regulations and guidelines.
- Extensive knowledge of traditional approaches to helping.
- Will be thoroughly familiar with Six Nations' Child and Family Services' principles, policies and other service resource.
- Will be Native in preference to other applicants.
- Will have a vehicle and valid class "G" Ontario driver's license.
- Must have 1 million and OPCF 6 on insurance (permission to carry passengers).

IMPACT OF ERROR:

Errors in judgment and in the conduct of duties could lead to loss of credibility, poor public relations, and public confusion, serious impacts on clients and staff, and legal liability to self and to Six Nations Council.

CONTROL:

Works within the organizational structure and administrative policy and procedures established by the Six Nations of the Grand River Employment Policy.

Works within the Six Nations of the Grand River Social Services' values, principles, and mission statement, and the Six Nations of the Grand River Child and Family Services' policies as set by the Six Nations Council;

Works within the policies and procedures established through service contracts by the Six Nations Council and the funding agency (Ministry of Community Family and Children's Services), and within the legislation of the Child and Family Services Act.