

# Employment Opportunities



Position: Specialized Victim Support Navigator  
Service Area: Siksika Public Safety and Justice Department  
Location: Siksika Nation Tribal Administration  
Salary: Based on Education and Experience  
Date Posted: November 22, 2024  
Closing Date: December 6, 2024  
Competition Number: SPSJ-SVSN-02-11-22-24

## POSITION SUMMARY:

Under the direct supervision of the Siksika Justice Supervisor, the Specialized Victim Support Navigator will be responsible to aid in the carry out the role of providing support and advocate for victims, both in and out of court.

## DUTIES & RESPONSIBILITIES: *Duties include but are not limited to:*

- Provide navigation support to victims of crime before, during and after court proceedings.
- Provide immediate emotional and practical support to victims to mitigate trauma, which may include referrals to professional counselling services such as psychologists and social workers. (Navigators may provide general emotional support, but do not provide counselling for victims).

## MINIMUM QUALIFICATIONS:

### Required Knowledge, Skills, and Abilities

- Must be tolerant, non-judgmental with a high degree of compassion and empathy towards individuals from diverse communities and backgrounds, including those who may have experienced significant trauma (e.g., addictions, abuse etc.).
- Must have organizational skills to be able to maintain an effective work environment.
- Must have effective communication skills to be able to create and maintain good working relationships with Court personnel, elders, and other agencies.
- Must have effective organizational and stress management skills to complete required tasks. Must be self-motivated and be able to work with minimal supervision.
- Computer skills are essential and required.
- Knowledge of Canadian Justice System, Restorative Justice and Provincial Statutes.
- Must be willing to receive additional training to enhance proficiency.

### Education and Experience

- High school Diploma Required
- Minimum of 2 years of post-secondary education in Health, Human Services, Behavioral Sciences, Social Sciences, Community Services or a related field from a recognized post-secondary institution (degree or diploma).
- Minimum of 2 years related client service experience, preferably with individuals who have experience with crisis/trauma.
- Social Work or Business Administration Diploma or bachelor's degree will be an asset.
- Background in Criminal Justice and/or Indigenous Studies will be considered an asset.
- Enhanced Criminal Record Check for the vulnerable sector required.
- Valid Alberta Class 5 Driver's License required.

EMAIL [recruitment@siksikanation.com](mailto:recruitment@siksikanation.com) To Apply, Receive a Job

Description or Employment Application form.

CALL 403-734-5567 or 403-734-5579 to learn more.

WEBSITE [www.siksikanation.com](http://www.siksikanation.com)

Position will be filled based on requirements and candidate qualifications. Priority: Siksika Members, Indigenous Community, then others.