

Employment Opportunity



Position: Community Resource Liaison
Service Area: Siksika Support Centre
Location: Siksika Nation
Salary: Based on Education and Experience
Date Posted: July 16, 2026
Closing Date: July 31, 2026
Competition Number: SSC-01-07-16-26

POSITION SUMMARY:

The Kaah'sa (Grannie's) Livingroom Program's **Community Resource Liaison** will be part of a team responsible for the day-to-day client and program interactions, coordination and relationships. They will represent the SSC to the community, as they will be the first point of contact for most community members accessing services at the facility. The liaison will play a primary role in ensuring good customer service and positive relationships with community members as they access resources and services. They will be the liaison and point of coordination for Siksika programs accessing clients and delivering services at the Siksika Support Centre (SSC).

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

1. Receiving and responding to clients accessing the Kaah'sa (Grannie's) Livingroom Program as a part of the SSC.
2. Linking clients to the appropriate programs/services operating out of the SSC.
3. Ensuring a clean, well-maintained and safe environment for all clients and staff.
4. Managing SSC spaces and resources for individual, family and community use for community space scheduled activities/sessions.
5. Contributing to a calm and positive SSC environment for clients and staff.
6. Coordinating volunteer activities.
7. Demonstrating knowledge and familiarity with all programs, services and providers operating out of the SSC.

MINIMUM QUALIFICATIONS: Required Knowledge, Skills, and Abilities

- Possesses knowledge of aboriginal or Siksika culture, language and history.
- The ability to speak Blackfoot is an asset
- Excellent written and verbal communicator.
- Detail orientated with a strong orientation to customer service.
- Effective problem solving, planning, prioritizing and coordinating.
- Demonstrated compassion and caring for individuals and families in need.
- Proficiency with Microsoft Office software.
- Familiarity with the needs of Siksika Nation members.
- Demonstrated comfort, calm compassion and caring in a helping profession or role supporting clients in need.

Education and Experience

Diploma in Social Work, Social Science, or other related fields of study.

Five (2) years of experience working in human services, corrections or community-based services with a certificate or diploma in a related field will be an asset.

Addictions training will be an asset.

Mental health training will be an asset.

Professional Designation/Certification/Licenses:

Valid Alberta Class 5 Driver's License required.

Other:

Criminal record check

Requires general knowledge of the Siksika Nation culture and some ability to communicate in the Siksika language.

EMAIL recruitment@siksikanation.com To Apply, Receive a Job Description or Employment Application form.

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

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

