



**miskanawah**  
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## LODGE KEEPER

**Location:** Calgary, AB  
**Position Type:** Part time (20 hours or more/week mostly evenings & weekends)  
**Program:** Mahmawi-atoskiwin

### Position Summary:

Miskanawah is an Indigenous agency that draws jointly from the strengths and guidance of Indigenous teachings and traditions and evidence-based practices in human services, to support vulnerable children, youth and families.

In partnership with Children's Services Indigenous Services Office (IS), Mahmawi-atoskiwin works alongside individuals and their families to create a Family Wellness Team.

We are searching for a Supported Visitation Staff- Lodge Keeper to provide supported visitation to families with children in care, working closely with Mahmawi-atoskiwin's Family Wellness Partners to preserve and reunite Indigenous families. The role is centered on providing transportation for children to and from visits and supporting visits utilizing the Nurturing Parenting framework and traditional parenting practices.

### Responsibilities:

- Provide mentoring and parent coaching during access visits
- Where possible, actively support visits to transition into the community or family home
- Support families to meet their parenting goals
- Provide transportation to and from family visits
- Embed ceremony and incorporate traditional ways of meeting needs, such as meeting in Circle, having an Elder attend visits, opening or closing visits with a smudge and prayer
- Ensure that families have access to cultural supports during visits
- Provide crisis intervention, safety planning and advocacy to families around transition planning
- Schedule and coordinate visits with all parties; provide updates regarding any changes
- Responsible for completing reports and documentation based on observations made during visits with children, youth and families in timely and professional manner
- Work effectively with other team members and each family's identified natural supports
- Work a flexible schedule including evening and weekend work



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- Submit all paperwork by cut-off dates and times

### **Skills and experiences:**

- Previous experience of supporting vulnerable families is an asset
- Willingness to embrace Indigenous culture as a pillar of practice and to add to their knowledge and understanding in this area
- Understanding of a trauma-informed approach to working with children, youth and families
- Understanding of the impact of trauma, loss and grief on child development and behavior and family life
- Qualities essential to working with people affected by trauma (empathy, compassion, self-awareness, flexibility, good listening skills, self-care, comfort with the unknown)
- Understanding of normative child development
- Experience with crisis management
- Experience with the Ages and Stages Questionnaires and Developmental Support Planning
- Strong interpersonal, communication and time management skills
- Ability to work individually as well as part of a team
- Strong problem solving, organizational and analytical skills
- Proficient knowledge of Microsoft Office

### **Requirements:**

- Degree or diploma in Human Services preferred or a related degree/diploma with experience
- Experience working with vulnerable children and/or families
- Strong teamwork skills
- Energetic and passionate approach to youth engagement
- Good organizational and data management skills
- The position requires working evenings (until 8:00pm) and/or Saturdays or Sundays.
- Work hours are required to be flexible around the needs of families.

### **Must-Haves:**

- Valid driver's license. At least Class 5-Graduated Driver's License (GDL) or equivalent
- Driver's abstract with minimal demerits.
- Use of a reliable vehicle for work with \$2,000,000 liability, permission to carry passengers
- Clean Criminal Record Check
- Child Intervention Check



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- Valid first aid or CPR certification or willing to complete within 3 months

**Willing to complete the following training within 3-6 months of hiring:**

- Suicide Awareness Training
- Crisis Intervention Training
- Self-Harm Training
- Quality Improvement and Outcomes Training
- Indigenous Awareness
- Diversity Training

Interested applicants are asked to submit a cover letter with their CV to [careers@miskanawah.ca](mailto:careers@miskanawah.ca) with reference “**Lodge Keeper**” in the subject line.

This posting will remain open until a suitable candidate is found.