



P.O. BOX 269
SLAVE LAKE, Alberta
T0G 2A0

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P.O. BOX 1740
HIGH PRAIRIE, Alberta
T0G 1E0

TELEPHONE: (780) 523-4401
FACSIMILE: (780) 523-4406

COMMUNITY RESTORATIVE JUSTICE WORKER FULL TIME EMPLOYMENT OPPORTUNITY

The Community Restorative Justice Worker is responsible for administering the community restorative justice program to 5 First Nations community members. This includes providing support and advice to the Community Justice Committees; researching and advising on community justice models and options; and managing community justice funding. Situated in Slave Lake, (subject to change).

Responsibilities include: Coordinate the community restorative justice program to five First Nations in a large geographic area to ensure it is effective and efficient; Provide support to the Community Justice Committees established at each First Nation. Conduct research on and develop community justice programs to ensure effectiveness. Secure and manage funding for the community justice program; and perform other related duties as required.

Knowledge/Skills:

- Post-secondary education or equivalent experience
- Ability to coordinate and implement a community restorative justice program;
- Knowledge of community based Restorative Justice programs, the Victims of Crime Act and related legislation;
- Proven written and oral communication skills;
- Understanding of and ability to work within the Criminal Justice System;
- Experience working with sensitive and confidential information;
- Proven interpersonal, organizational and time management skills;
- Work independently or as part of a team;
- Knowledge of Aboriginal people, culture and language is definitely an asset;
- Be available to work on an on-call basis when required;
- Computer competency in Microsoft Word, Excel and PowerPoint;
- Valid Alberta Operator's license;
- Must be able to work flexible hours if required.

Please supply 3 employment references.

PROVIDE A CRIMINAL RECORD, INTERVENTION RECORD (CHILD WELFARE) CHECK, AND DRIVER'S ABSTRACT. A Criminal record will automatically disqualify you.

Please submit a resume with covering letter to LSLIRC by email: annemariea@lslirc.ab.ca; Fax: 780-849-4975 or mail: Anne Marie Auger, Executive Assistant, P.O. Box 269, Slave Lake, AB T0G 2A0.

Deadline: November 6, 2020 noon

We thank all applicants for their interest, however, only those selected for interview will be contacted. Three references are required with at least two being current/previous employers.