



# Prince George Native Friendship Centre

*Our people make a difference in the community!*

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**Job Title:** Casual Life Skills Worker  
**Department:** Adult Residential Resources  
**Reports To:** Coordinator

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## SCOPE OF POSITION

The Prince George Native Friendship Centre accepts résumés on an on-going basis to establish a pool of casual Life Skills Workers in order to maintain several positions in the Adult Residential Resources Department.

Casual Life Skills workers, working under the direction of a Program Coordinator, will assist residents to develop a profile of the personal skills needed to become self sufficient, and assist residents to develop secure independent living skills.

## QUALIFICATIONS

- Two years post secondary in a relevant field, or combination of education and experience
- First Aid, Suicide Intervention and TCI (willing to obtain)
- Valid Class 4 Driver's License (willing to obtain)
- Excellent verbal and written communication skills
- Ability to work with individuals who are disadvantaged and from diverse backgrounds
- Knowledge of Aboriginal Culture
- Clear criminal record

## DUTIES

- Provide support to residents by gaining knowledge and understanding of resident needs through collaboration with the team
- Liaise with the public, service agencies and professionals involved in the support of the residents
- Promote and support opportunities for community partnerships to ensure integrated support and an appropriate continuity of services
- Work in accordance with the mission and philosophy of the Prince George Native Friendship Centre
- Ensure safety of residents and the premises
- Document interactions with residents, maintain statistical data, complete individual files for reporting
- Participate in Case Management to assist residents in developing the personal skills needed to secure independent living

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To apply, send a cover letter, resume and three references to:

**Prince George Native Friendship Centre**  
**1600 Third Avenue**  
**Prince George, BC V2L 3G6**  
**Fax#: 563-0924**  
**E-mail: [employment@pgnfc.com](mailto:employment@pgnfc.com)**

*No telephone inquiries please.*

*We thank all applicants; however only those selected for interviews will be contacted.*

*"Power of Friendship"*