



**Meadow Lake Tribal Council
8003 Flying Dust Reserve
Meadow Lake, SK S9X 1T8**

**Phone: (306) 236-5654
Fax: (306) 236-6301**

Tobacco Strategy Coordinator Employment Opportunity

MLTC was created by nine First Nations located in north-west Saskatchewan who have constitutionally recognized aboriginal rights and Treaty Rights under Treaties #6, #8 and #10. The primary purpose of MLTC is to serve those First Nations in their aspirations for cultural, economic and political autonomy. As a private sector employer engaged primarily in promoting and serving the interests of the member First Nations, MLTC asserts its right to provide preferential treatment to First Nations people, giving them priority in decisions on employment matters such as hiring, and this can extend to measures such as opening competitions only to First Nations people.

- This competition is open to all applicants; and*
- Preference will be given to qualified First Nations applicants or other Indigenous applicants who self-declare as being a First Nations person or of other Indigenous ancestry.*

MLTC is part of the NITHA Tobacco Control Strategy, a comprehensive tobacco strategy that includes the following components 1) Protection (policy development), 2) Reducing Access to Commercial Tobacco Products, 3) Prevention, 4) Education, 5) Cessation and 6) Data Collection and Evaluation.

The MLTC Tobacco Strategy Project Coordinator (TSPC) will be supported by the NITHA Tobacco Strategy Coordinator; and will be supervised by the Community Development Program Director and will work in collaboration with various MLTC Health Program Coordinators.

POSITION DUTIES (include but not limited to):

- Plan, implement, coordinate and evaluate the Tobacco Strategy project within the nine (9) MLTC First Nations.
- Demonstrate leadership on commercial tobacco abstinence.
- Consult with key community stakeholders (such as elders, teachers, youth, leadership) to provide community needs and knowledge into materials developed by the NITHA Tobacco Project Coordinator. Tobacco program materials include presentations, training materials, manuals, handouts, etc.
- With support from NITHA Tobacco Strategy Coordinator; provide training and resources to health care providers and key stakeholders (such as teachers, retailers, etc.)
- Report program statistics/information/reports to the MLHSDA, MLTC Health Director, and NITHA Tobacco Project Coordinator to utilize in the final project report to FNIHB.

QUALIFICATIONS/ SKILLS/ABILITIES:

Minimum:

- Certificate or Diploma in health field or related discipline

Preferred:

- Degree/Diploma; and/or a Bachelor's Degree in Social Work.
- The candidates must possess five (5) years of work experience preferably in health promotion and be knowledgeable in the social determinants of health, policy development and community engagement. ***Candidates must be non-smokers.***
- Excellent organization, facilitation, and presentation skills for public speaking engagements, presentations, workshops, etc.
- Will be knowledgeable about the differences between commercial and traditional tobacco.

Other:

- Demonstrated proficiency in Microsoft Office - Excel, Word, PowerPoint, Outlook, etc.
- Will be knowledgeable and sensitive to First Nations' culture and beliefs; issues and barriers.
- Working with minimal supervision and prioritizing multiple demands.
- Ability to fluently speak and understand Cree and/or Dene is considered a valuable asset.
- Must possess a valid SK Driver's License and be willing to travel extensively

Interested applicants are invited to submit: A letter of application, resume stating qualifications and work experience, copies of credentials, current RCMP Security Clearance with a Vulnerable Sector Check, copy of valid driver's license, and three (3) current professional *supervisory* references to:

**Human Resource Department
8003 Flying Dust Reserve
MEADOW LAKE, SK S9X 1T8
Email: hrdepartment@mltc.net
Phone: (306) 236-5654 Fax: (306) 236-3509**

For more information on position requirements, please contact Millie Campbell, Community Health Program Director @ (306) 236-5817. Also, please visit our website @ www.mltc.net.

Deadline: Friday, January 26th, 2024

*MLTC sincerely appreciates and thanks all individuals for their applications,
however, only those selected for an interview will be contacted.*

