



**WE ARE HIRING!**  
**SOCIAL DEVELOPMENT OFFICER**

*Do you have an affinity for working with people and are an active listener? The Micmac Nation of Gespeg is looking for a **Social Development Officer** who will work with Gespeg's community members in collaboration with various stakeholders. The role of the Social Development Officer is to prevent, screen, support, and intervene with Gespeg members who are experiencing or who are likely to experience difficulties in social integration, school, or employability, to promote their development and contribute to their social integration. The successful candidate will be a dynamic, empathetic person with excellent interpersonal skills*

**ROLE AND RESPONSIBILITIES**

Under the supervision of the Education Officer, the Social Development Officer will have, among other things, the following responsibilities:

- Contribute to the screening and identification of members experiencing difficulties, (prevention and intervention perspective)
- Plan and conduct interviews, make observations, gather relevant information, and participate in data analysis to help identify the nature of the issue
- Participate in the development, implementation, and revision of the clients' individualized intervention plan by considering the overall context of the individual
- Collaborate with other team members in the consultation and coordination of interventions and in the establishment and meeting of objectives
- Conduct one-on-one meetings with members and, if necessary, direct them to appropriate resources
- Collaborate with representatives of partner organizations
- Perform quarterly reports and manage a budget
- Produce a final report containing the data collected and the results of the project

**EDUCATION/EXPERIENCE :**

- Have at least a college post-secondary education in social work or any other similar field
- A minimum of two (2) years of experience in social work/intervention or similar field

**SKILLS REQUIRED :**

- Knowledge of the Micmac Nation of Gespeg
- Knowledge of the Microsoft Office suite
- Knowledge of French and English, both verbal and written
- Help/support intervention skills
- Ability to work with a budget, make reports and collect and compile data

**WORK CONDITIONS :**

- Contract duration: September 2022 to July 2023
- Full-time job (35 h/week)
- Salary: \$25/hour
- Place of employment: Administrative Offices of the Micmac Nation of Gespeg
- Fourteen (14) holidays, two (2) weeks vacation at Christmas, office closes at noon (12pm) on Fridays during the summer season
- Be able to travel for work
- Criminal backgroundcheck

Interested candidates must send their resume before **September 5, at 5:00 p.m.**, to the attention of **Micheline Roy** by email at the following address: [michegabe@gmail.com](mailto:michegabe@gmail.com), in person at the reception of the administrative office of the Micmac Nation of Gespeg, or by mail to the following address: Social Development Officer position; Micmac Nation of Gespeg, Micheline Roy, 30243 Route 134, McLeods, New Brunswick, E3N 5T9.

*With equal skills, this offer prioritizes the members of the Micmac Nation of Gespeg. Only shortlisted candidates will be contacted.*