



Waabigoniiw Saaga'iganiiw Anishinaabeg
Wabigoon Lake Ojibway Nation
RR#1, Site 115, Box 300 • Dryden, ON • P8N 2Y4
Tel: (807) 938-6684 • Fax: (807) 938-1166

Wabigoon Lake Ojibway Nation

Employment Opportunity

Rehabilitation Assistant

FT/PT Status: 1 Full-Time Position Available

Location: Wabigoon Lake Ojibway Nation, ON

Closing Date: Wednesday, March 14, 2018

Summary: The Rehabilitation Assistant is responsible for providing services to clients with treatment plans developed by the occupational therapist, physiotherapist, and speech-language pathologist providing services to the community and will work closely with the OT, PT, or SLP to carry out the appropriate program as laid out by the clinician. The Rehabilitation Assistant shall provide support to individuals and families by follow up, monitoring and carrying out treatment and rehabilitation services.

Job Duties:

- Support and carry out treatment plans for clients
- Monitor progress and report appropriately through documentation or consultation
- Support the identification of new clients and make referrals
- File appropriate paperwork for health and social needs
- Assist with the coordination of clinics and home visits for visiting professionals
- Perform additional functions as required

Qualifications:

- College diploma from a recognized post secondary institution – Health Services/Education field or minimum of grade 12 with equivalent work experience
- Experience in a health services environment
- Demonstrated knowledge of or mature experience related to special needs of children and youth
- Experience with FASD or rehab clinic administration is an asset
- Excellent written, oral, interpersonal and presentation skills
- Excellent computer skills
- Knowledge of the Anishinaabe culture and language
- Ability to work both independently and as a team member
- Ability to work flexible hours
- Applicants should possess a valid driver's license/insurance, have a vehicle and be willing to travel when required
- Current satisfactory criminal reference check with vulnerable sector search

Please submit a Cover Letter and Resume along with 3 References by: **March 14, 2018 at 4:00 pm**

Applications can be submitted by mail, fax, email, or in person to:

W.L.O.N Band Office
Attention: Human Resources Manager
RR1, Site 115, P.O Box 300
Dryden, ON P8N 2Y4
T: (807) 938-6684
F: (807) 938-1166
E: humanresources@wlon.ca

LATE APPLICATIONS WILL NOT BE ACCEPTED

WE THANK ALL APPLICANTS HOWEVER ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED