



# Aamjiwnaang First Nation

---

## EMPLOYMENT OPPORTUNITY

---

**Position Title:** Drop – In Support Worker

**Location:** Sarnia, ON

**Duration:** Permanent Full Time

**Closing Date:** May 23<sup>rd</sup>, 2025

**Tentative Interview Dates:** May 29<sup>th</sup>/30<sup>th</sup>, June 2<sup>nd</sup>/3<sup>rd</sup>, 2025

### Position Summary

---

Drop-In Support Worker provides support to Drop-In guests during regular business hours. A general summary of responsibilities includes providing a safe, clean environment, supporting and assisting guests visiting the Drop-In, and documenting any safety/security concerns or rule violations.

### Responsibilities

---

- Provide support and crisis intervention through harm reduction approaches, culturally safe and trauma-informed care.
- Ability to provide resource information for individuals and families we serve.
- Communicate necessary information to outreach staff to keep them informed, logging, notes.
- Share guidelines, and policies with Drop-In guests as needed.
- Support and assist guests with needs as they arise (eg. questions, concerns, hygiene supplies, cleaning supplies, bedding, food and more).
- Ensure the privacy and safety of other guests by not confirming the identity of other guests, and by not allowing anyone other than guests, staff, case workers or law enforcement on the premises.
- Maintain the cleanliness of the Drop-In through performing light housekeeping tasks.
- Complete proper documentation; intake, health check (eg. needs a mask, wounds, etc.), logs, shift notes, referrals, etc.
- Attend regularly scheduled meetings.
- Maintain positive, supportive, and respectful guest and colleague relations.
- Support our guests with non-judgment of lifestyles and struggles.

### Education, Certification Requirements & Relevant Experience

---

- Ontario Secondary School Diploma. Post-secondary school ideal. Experience working in the field of mental health and addictions an asset. Lived experience an asset.
- Strong organizational and communication skills.
- Ability to establish and maintain professional boundaries while working with clients.
- Experience in crisis intervention and problem solving with the ability to diffuse situations.
- High level of understanding and practice of trauma-informed care, harm-reduction approaches, and cultural safety.
- Ability to maintain confidentiality.
- Strong interpersonal skills, ability to be compassionate and firm with guests.
- Accurately record information for required client and staff documentation while maintaining confidentiality and strong professional boundaries.
- Basic computer skills.
- Reliable transportation.
- Provide CPIC-Vulnerable person check.
- CPR, First Aid, Suicide Intervention are essential. Must have or be willing to train.

## **Other Considerations**

---

In accordance with Section 16 Special Programs of the Canadian Human Rights Act, preference will be given to Aamjiwnaang Band Members with relevant education/experience (R.S.C 1985, c. H-6, s16 (1-3)).

## **Application Process**

---

If you are interested in this opportunity, kindly forward your resume and cover letter via mail, email, or fax to:

Aamjiwnaang First Nation  
978 Tashmoo Avenue  
Sarnia, ON  
N7T 7H5  
Attention: Ashley Fisher, Human Resources Officer  
Or  
[humanresource@aamjiwnaang.ca](mailto:humanresource@aamjiwnaang.ca)  
Or  
519-336-0382 fax

For more information, check us out online at [www.aamjiwnaang.ca](http://www.aamjiwnaang.ca)