



PAROLE OFFICER
BUFFALO SAGE WELLNESS HOUSE

Full Time Position – Edmonton

Closing date: Oct 30, 2021

Native Counselling Services of Alberta's mission is to promote the resilience of the Indigenous individual and family, through programs and services that are grounded in reclaiming our interconnectedness, reconciliation of relationships and self-determination.

Buffalo Sage Wellness House (BSWH) is a 28-bed Community Residential Facility that houses Conditionally Released and Federally Sentenced Indigenous female offenders. Buffalo Sage has a home-like atmosphere with kitchenette and laundry facilities where personal development, life skills and healing are practiced daily.

Currently, Buffalo Sage Wellness House is looking for the right candidate to fill a full-time position as a Parole Officer.

Specific responsibilities for the position include:

- Prepare comprehensive community assessment reports, consulting with conditional released offenders, families, police, employers, support groups, victims and government departments.
- Responsible for interviewing and counselling inmates, conditionally released offender's and families.
- Provide information and specialist advice at parole board hearings for Federal/Provincial inmates.
- Makes decisions and recommendations concerning the granting or suspension of conditional release rights directly affecting conditionally released inmates, families and the community at large.

Our ideal candidate would have the following qualifications:

- **In-depth experience and working knowledge of Indigenous communities, cultures, healing and language.**
- Demonstrated understanding of historic trauma and the impact of colonization on Indigenous people.
- Degree and/or diploma in Human Services with previous management experience in a related field.
- Knowledge and working understanding of Parole Board of Canada, Correctional Services Canada, Corrections and Conditional Release Act.
- Proficient knowledge of working with database and information technology.
- Ability to seek out and build relationships with individuals, families, team members and community partners.
- Strong interpersonal relations, conflict resolution, leadership and time management skills.
- Must have a reliable vehicle, valid Alberta driver's license with required liability insurance and confirmation of insurance coverage to transport clients.
- Up to date criminal record check, child intervention record check and must clear Correctional Services Canada Enhanced Reliability security check.

Starting salary: \$54,000 - \$58,000 based on experience

Please forward your resume and cover letter to:

Marg Milicevic, Manager, Human Resources

Email: careers@ncsa.ca

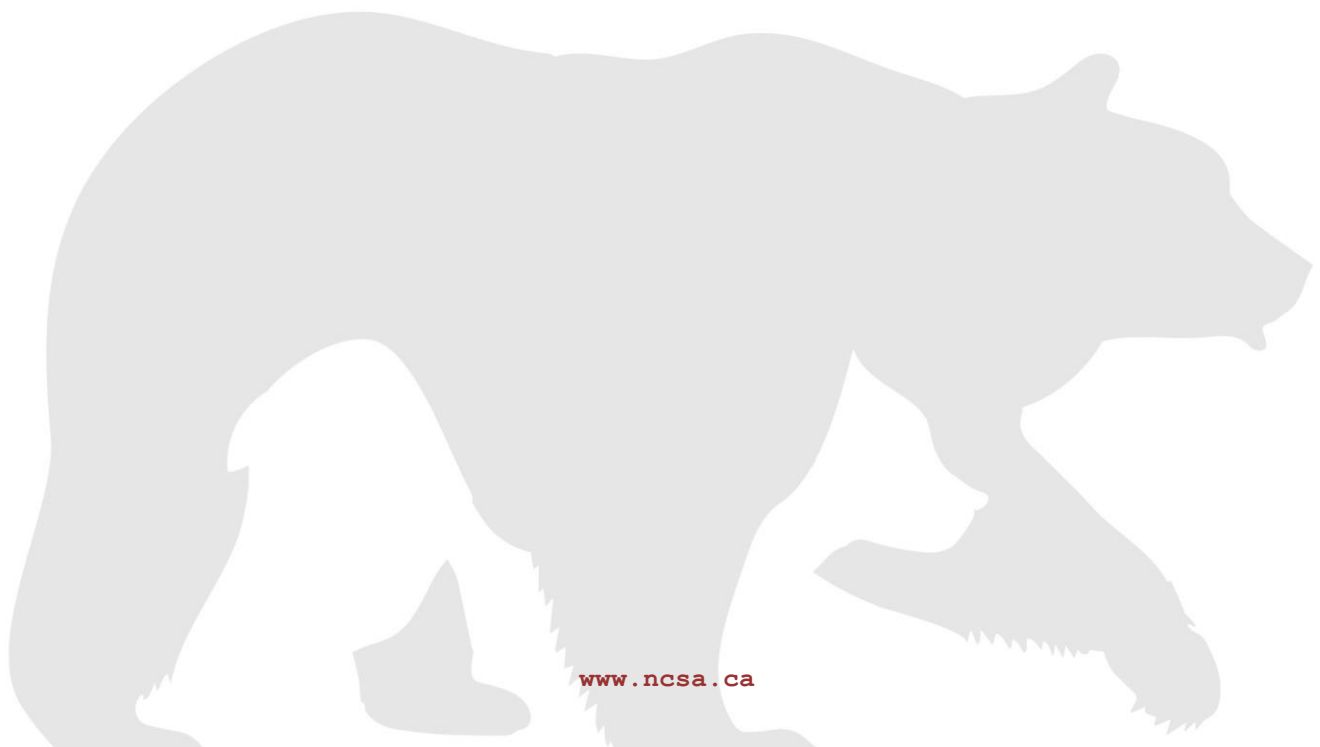


NCSA
Native Counselling Services of Alberta

HUMAN RESOURCES

JOB POSTING #1934

Thank you for your interest in joining the NCSA team. Only candidates selected for an interview will be contacted. We are committed to providing a workplace that is inclusive and accessible to all. Should you require accommodation during the hiring process, please contact our Human Resource team.



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