



Tobacco Educator

Location: 12308 111 Avenue #200, Edmonton, Alberta

Closing Date: June 2, 2025, or until suitable candidate is found.

Position Status: Full-time (40 hours/week) Permanent

The Otipemisiwak Métis Government is recruiting for a full-time Tobacco Educator. Reporting to the Community Wellness Manager, the Tobacco Educator will collaboratively facilitate the envisioning, implementation, and evaluation of the Otipemisiwak Métis Government Health Department's Tobacco Reduction Program. The Tobacco Reduction Program is a multidimensional health promotion initiative that supports Métis Albertans to reduce or quit their commercial tobacco use. Grounded in Métis culture, history, and person-centred, trauma-informed care, the Tobacco Educator is a vital touchpoint in supporting and advancing the well-being of Métis Albertans on their tobacco reduction journey, in addition to educating the Métis community of all ages about commercial tobacco use.

Key Responsibilities

- Facilitate the implementation and evaluation of the Tobacco Reduction Program.
- Develop commercial tobacco reduction resources for Métis Albertans.
- Support the dissemination of program and initiative outputs through reports and other knowledge translation products for the Métis community and other partners.
- Create and submit abstracts, posters, and presentations for national and international conferences.
- Ensure deliverables, reporting, and deadlines are met.
- Seek networking opportunities, and build, foster, and maintain relationships with internal and external partners, including critical and collaborative partnerships in academic and healthcare sectors/organizations.
- Offer guidance and support to Métis Albertans who want to reduce or quit their commercial tobacco use.
- Support community knowledge dissemination and health literacy through community health events.
- Develop relationships with the Métis community with the intent of informing existing and future health programming and services.
- Assist with planning and implementation of community engagements, as required.
- Other duties as required or assigned.

Skills & Competencies

This position requires a motivated, confident, and driven individual who is passionate about the health and well-being of Métis Albertans.

- Proven track record of building collaborative partnerships with a variety of internal and external stakeholders, including government, industry, service providers, and community.
- Strong cultural sensitivity and ability to work collaboratively with community members.
- Positive, helpful attitude and an ability to be empathetic and non-judgemental when supporting Métis Albertans.
- Strong interpersonal, and verbal and written communication skills.
- Excellent facilitation skills, including the ability to carry out workshops, community engagements and public presentations.
- Ability to work effectively in a challenging environment and communicate and respond calmly in difficult situations.
- Ability to be flexible, adaptable, and work independently as well as in a team environment.
- Excellent organizational and time management skills, including the ability to set priorities and allocate time and resources effectively.
- Demonstrated problem solving skills, including the ability to take initiative to complete tasks and projects.
- Ability to provide constructive and positive feedback to others and accept the same.
- An in depth understanding of the Otipemisiwak Métis Government and Métis culture.
- Demonstrated ability to record and maintain confidential client information.
- Ability to produce professional documents, reports and presentations.

Qualifications

- Post-secondary Diploma/Degree in a related field is preferred; however, equivalent experience will be considered.
- Certified Tobacco Educator accreditation is preferred; however, training can be provided, and equivalent experience will be considered.
- Program development, implementation, and evaluation experience is an asset.
- Experience implementing commercial tobacco reduction interventions, or other health promotion interventions, is an asset.
- Experience applying motivational interviewing, brief action planning, and/or cognitive behavioural therapy to support behaviour change, tobacco reduction, or substance use recovery is an asset.
- Training in trauma-informed care is an asset.

Other Requirements

- Position will be based in Edmonton.
- Ability to work evenings and weekends as required.
- Some travel throughout the province of Alberta, with notice, is a requirement.

- Must have a valid class 5 driver's license and an operational vehicle.
- Acceptable attainment and annual maintenance of a Police Information Check with a Vulnerable Sector Check and a Child Intervention Record Check is required.

What We Offer

- An opportunity to work for Otipemisiwak Métis Government under its newly ratified Constitution and be an instrumental part of the largest Indigenous Government in Canada as it rapidly grows and develops.
- An opportunity to learn about Métis culture, history, and art.
- Meaningful work in a fun and supportive work environment.
- Training and professional development opportunities.
- A comprehensive benefit package and employer contributions to Pension Plan.
- Generous time off policies.

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Métis applicants, and those with lived or living experience related to commercial tobacco reduction, are encouraged to apply.

The Otipemisiwak Métis Government thanks all applicants for their interest. Only applicants selected for an interview will be contacted. Please note that candidates who have been selected to move forward to the next stage of the recruitment process will receive an email to complete a short online one-way video interview. Should you have any concerns with completing the video interview, please reach out to Human Resources by responding to the email invitation. No phone calls please.