



# OPPORTUNITY BRIEF

## Substance Use Prevention Counsellor

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SEARCH CONDUCTED BY PLACEMAKING 4G

## About Millbrook First Nation

**Millbrook First Nation** is a Mi'kmaq community located in Millbrook, Nova Scotia, near Truro, with additional reserve lands in Beaver Dam, Sheet Harbour, Dartmouth, and Cole Harbour. **The community is well known for strong leadership and forward-thinking economic development.** Millbrook is home to several thriving ventures, including the Millbrook Power Centre and Treaty Entertainment.

At its heart, **Millbrook is a place of deep connection.** Mi'kmaw values guide daily life and shape how the community cares for one another. There is a steady commitment to the wellness of all generations, grounded in the belief that physical, emotional, mental, and spiritual health are intertwined. Millbrook continues to strengthen its governance systems and community services with a focus on collaboration, clarity, and transparent communication.

Millbrook's administrative team is made up of professional staff who work with care and intention to support community priorities. Their work reflects the community's commitment to growth, transparency, and effective governance, and is carried out with the understanding that every decision and program affects the daily lives of members. **Leaders and staff are dedicated to promoting a sustainable future for all, honouring cultural traditions while welcoming new opportunities that strengthen the community.**

Millbrook's administration spans a wide range of departments that support community wellness, growth, and opportunity. These areas include Education, Employment and Training, Health Services, Housing, Economic Development, Finance, Human Resources, Legal Affairs, Governance, Community Engagement, Culture and Heritage, Parks and Recreation, Communications, Security and IT, and Fisheries. Together, these teams provide essential programs and services that help strengthen Millbrook today while building a vibrant and sustainable future for generations to come.

# STATEMENT OF INTENTION



We deeply value the diverse perspectives and experiences that strengthen our team and community. Preference will be given to qualified Indigenous applicants, particularly those who identify as Mi'kmaq and/or are members of Millbrook First Nation.

We also warmly welcome applications from all equity-deserving individuals, including those who identify as African Nova Scotian, Black, racialized, a person living with disabilities, 2SLGBTQIA+, or newcomers to Canada. If you're comfortable, please share this information and your pronouns in your application.

To ensure a thoughtful and inclusive process, we've partnered with the P4G search team, who are committed to fostering a safe and supportive environment. They're here to listen and help accommodate your needs, ensuring your experience throughout this process is intentional, inclusive, and respectful.

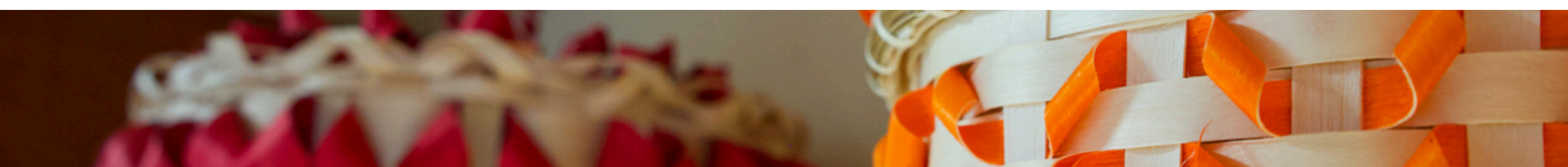
## This Moment, This Position

**Millbrook First Nation** is seeking a compassionate and trauma-informed **Substance Use Prevention Counsellor** to provide comprehensive support to community members in areas of substance use prevention, education, harm reduction, and recovery.

Reporting to the Director of Health Services, you will provide counselling, facilitate group and one-on-one programs, and lead educational sessions. You will meet individuals where they are, in the clinic, in their homes, and throughout the Millbrook community, with a strong focus on proactive outreach, relationship-building, and culturally safe support.

You will connect individuals and families to appropriate resources, including treatment and aftercare, while supporting a flexible and evolving case load. You will also collaborate with internal teams and external partners, including Nova Scotia Health Authority, NADACA, RCMP, and other community agencies, to ensure coordinated care. Travel within Millbrook, including home visits, as well as to Cole Harbour and Sheet Harbour, is part of this role.

You are organized and socially aware, with the ability to make thoughtful, ethical decisions grounded in best practices. You bring sound judgment, discretion, and respect for confidentiality, along with an understanding of the social and historical context of Indigenous communities. As a relationship builder, you value trust, approach your work with empathy and integrity, and apply a trauma-informed lens in supporting others.



# How You'll Contribute

## Program Delivery & Client Support

- Provide counselling to individuals and families, offering guidance on substance use challenges, mental health, and overall wellness.
- Facilitate group and one-on-one programming focused on prevention, harm reduction, relapse prevention, and life skills development.
- Lead proactive outreach efforts, build trust and rapport, and meet clients where they are, including home visits and community-based engagement.
- Connect clients to internal and external resources, including detox, treatment programs, and government and community services.
- Support clients with referrals, applications, and treatment navigation, including completing required forms and maintaining supportive contact throughout their treatment journey.
- Assist clients in developing aftercare plans to support a safe and sustainable transition back into the community.

## Workshops, Training & Education

- Lead educational sessions on substance use prevention, mental wellness, grief, loss, suicide prevention, and related topics for youth, adults, and families, including raising awareness of the impacts of substance use.
- Stay current on best practices in substance use counselling, mental health, and trauma-informed care through ongoing training and development.
- Encourage participation in alcohol- and drug-free community activities and programs.

## Community Engagement & Awareness

- Plan, coordinate, and support community activities and events that promote awareness, cultural connection, and substance-free living.
- Support outreach and awareness efforts by sharing information and resources through community channels, including social media and community networks.

## Community Coordination & Crisis Response

- Collaborate with internal teams and external partners, including health services, NADACA, Nova Scotia Health Authority, RCMP, court officials, and community agencies.
- Support community crisis response efforts and ensure timely, coordinated interventions.
- Maintain and update a directory of community, government, and treatment resources, including withdrawal management, rehabilitation, aftercare, and maintenance programs.

# What You'll Bring

## Education & Experience

- Post-secondary degree in Community Services, Addiction Counselling, Social Work, Psychology, Criminology, Sociology, Health Sciences, or a related field.
- Minimum of one (1) year of related experience.
- Training or experience in substance use programming in Indigenous communities.
- Proven experience supporting individuals with substance use challenges through non-judgmental care, education, and advocacy, while promoting safety, dignity, and empowering informed choices.
- Experience or formal training in grief and loss, life skills development, trauma-informed, and strengths-based practices.
- Basic computer skills, including MS Office Suite (Outlook, Word, PowerPoint, Excel).

## Other Relevant Requirements

- Openness to pursuing additional training and life-long learning to enhance skills and knowledge.
- Ability to collaborate effectively across teams and build strong relationships with colleagues and community partners.
- Willingness to work flexible hours for community programming, outreach, and crisis response.
- Commitment to confidentiality, ethical practice, and maintaining professionalism.
- Valid driver's license with reliable transportation; ability to travel within Millbrook and to Cole Harbour and Sheet Harbour.
- Ability to obtain or maintain required certifications: Criminal Record Check, Vulnerable Sector, Child Abuse Registry Check, and First Aid (Level C CPR).



# The Package

**Salary** \$60,000 - \$70,000 based on education and experience.

**Schedule** Monday to Friday, 32-hour compressed work week. Some evenings and weekend availability will be required from time to time.

**Location** On-site at Millbrook Health Centre, 812 Willow St, Truro, NS

**Travel** Limited travel to Sheet Harbour, Cole Harbour and surrounding areas within Nova Scotia will be expected.

- Benefits & Perks**
- **Health & Dental** coverage
  - **Pension Plan**
  - **Paid** Vacation and Medical days
  - **2-week** paid Holiday Shutdown
  - **Observance** of Federal and Provincial Holidays
  - **4 additional** Indigenous Holidays and Summer Fridays

## What to Expect:

Hiring processes often reflect systems that don't work for everyone. At Placemaking 4G, we believe recruitment should be relational and affirming. Our desire is that candidates are respected, informed, and supported throughout.

- We closely review all applications and read each cover letter (we promise).
- If you are selected as a top candidate, expect an invitation to chat with a Lead Placemaker from P4G. This is someone who treats the recruitment process non-traditionally. We want to get to know what inspires you.
- Selected candidates will proceed to a virtual interview with the Lead P4G Placemaker and 2-3 organization representatives.
- Finalists may participate in a second-round interview or skills activity (virtual or in-person).
- P4G will check employment references and assist in presenting an offer to the successful candidate.

**Applications will be accepted until Monday June 8, 2026 at noon ADT.**

Please include a cover letter that speaks to your experience and offers a glimpse of your personality. **Wela'lin!**



### Have questions about the role?

Reach out to the Lead Placemaker at P4G to learn more.

**Amr ElKhashab**  
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