



ATIKAMEKSHENG ANISHNAWBEK

Atikameksheng Anishnawbek will thrive together as a **strong and proud Nation** by honouring our gifts of Anishinabemowin and the Life of the Land.

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| Competition Number: | 2023-022 |
| Position: | Band Representative |
| Department: | Social Services |
| Employment Status: | Contract – Ending March 31, 2024 |
| Location: | Naughton, ON |
| Closing Date: | July 19, 2023, at 4:00pm |

POSITION SCOPE:

Under the direction of the Family Advocacy Manager, the Band Representative ensures the collective best interest and advocacy of Atikameksheng children and families involved in mandated child protection agencies as outlined in Section IV of the Child, Youth & Family Services Act. The Band Representative acts on behalf of Atikameksheng Anishnawbek as a party in the court proceedings involving the First Nation's Children under the Child and Youth Family Services Act. The role of the Band Representative is to ensure a culturally appropriate disposition of all Child Protection cases.

REQUIRED QUALIFICATIONS:

Mandatory Requirements

- A minimum, Post-Secondary Social Work Diploma or equivalent and/or Legal Services Diploma
- A minimum of three years Social Services working experience with a First Nation's Community
- Experience working in/with Indigenous Child Welfare programs
- Must possess a valid class "G" driver's license and access to a reliable vehicle with a clean drivers abstract
- database software such as Access (Preferred)

Additional Requirements

- Demonstrated knowledge and understanding of the First Nation's Interest in Child and Youth Family Services Act (Ontario) and proceedings involving the First Nation's children
- Able to interpret legislation and legal documents
- Knowledge of court proceedings involving Child, Youth and Family matters
- Knowledge of Case Management techniques and CaseWorks electronic record case noting system.
- Knowledge of child protection processes and standards which includes strengths and needs assessment, risk assessment and eligibility spectrum
- Strong written and oral communication skills
- Strong demonstration of negotiation skills, techniques and advocacy

KEY RESPONSIBILITIES:

Band Representation

- To liaise with other First Nation Child & Family Services Representatives, Agencies and Legal Counsel
- Attend Child Protection investigations
- To advocate for the best interest in the child in all Child Protection matters and connecting clients to existing services and programs in their communities

Case Evaluation

- Ensure regular and frequent consultation with Family Advocacy Manager on disposition on assigned Child Protection files.
- Compilation and documentation of all relevant case-related information
- Attend all necessary case conferences/meetings

Legal Responsibilities

- Ensures the collective best interest and advocacy of Atikameksheng children and families involved in mandated child protection agencies as outlined in Section IV of the Child, Youth & Family Services Act
- Prepare, serve and file all required legal documentations pertaining to child welfare court proceedings.
- Prepare for and attend all required child welfare court proceedings and conferences as required.

Administration

- Adhere to First Nation policies, procedures and relevant practice.
- Comply with the federal and provincial Privacy Acts and Laws
- Ensure confidentiality and safekeeping of all First Nation documents and records
- Develop and maintain accurate, up-to-date and concise case files and ensure properly documented in CaseWorks.

We offer attractive benefits, opportunities for advancement and an engaging work environment. We offer a RRSP with a matched contribution at a rate 5%, EFAP program, and health and insurance coverage and benefits.

Please refer to our website: <https://atikamekshenganishnawbek.ca/> for posting details. A detailed job description is available upon request. Please quote the Competition No. in your cover letter and resume, and submit by email to employment@wlfm.com, by fax to 705.222.7731 or by mail to:

Human Resources,
25 Reserve Rd,
Naughton, ON
P0M 2M0

Please note that preference will be given to qualified Indigenous applicants. **Please self-identify.**
Only those considered for an interview will be contacted.