



EMPLOYMENT OPPORTUNITY

BAND REPRESENTATIVES

ONE – Temporary One Year Contract

ONE – Permanent Full Time

Salary Range: \$49,344 - 60,176 / year (based on qualifications)

The role of the Band Representative is critical in serving the children and families of Whitefish River First Nation. Under the Family Well-Being Department, the Band Representative will work in partnership with other team members. The Band Representatives will provide support to families with legal and court matters, linking services with external child welfare agencies, and providing support and information to prevention team members of the Family Well-Being Program.

RESPONSIBILITIES:

- Provide knowledge, awareness, and promotion of WRFN's interests to courts and external child welfare agencies; Link families to support services;
- Represent the interests of WRFN First Nation regarding child welfare matters in court;
- Liaise between the WRFN and external child welfare agencies;
- Represent the WRFN whenever our children who have been apprehended, are being adopted, or are in care;
- Assist with the protocols with external child welfare agencies;
- Participate in case conferences, plans of care, and other matters relating to keeping children with their families;
- Assist in establishing and strengthening family support systems;
- Conduct home visits to support families keeping children in the home or when a family is transitioning to returning a child to the home;
- Assist families in accessing resources and collaborate with other supports for prevention activities;
- Work towards the repatriation of children residing in care in other jurisdictions;
- Be on-call for emergency response services regarding child welfare;
- Collect data on the number of children in care and the services provided to families;
- Help link children to their home community;
- Ensure that Whitefish River First Nation band members are educated about their rights;
- Compile of all relevant case-related information and documentation;
- Liaise with other First Nation Band Representatives;
- Accompany other Child Welfare agencies during investigations; and
- Gather evidence, prepare arguments, produce and prepare witnesses and prepare draft orders.

QUALIFICATIONS:

- Accredited Social Work Diploma or Degree or equivalent;
- A minimum of two years Social Services work experience within an Indigenous organization;
- Able to interpret legislation and legal documents;
- Knowledge of Case Management techniques and Alternative Dispute Mechanisms (i.e. Sharing circles);
- Excellent communication skills, including written and verbal in order to be effective in negotiation, advocacy, facilitation, and collection and dissemination of information;
- Must be able to work flexible hours and travel with minimal notice;
- Able to speak and understand the Ojibway language or a willingness to learn;
- Ability to exercise discretion in handling high confidential subject matters; and
- Must have advanced computer skills: Microsoft Word, Excel, PowerPoint, Publisher, Access, Outlook, Internet, and Adobe Acrobat Pro.

OTHER REQUIREMENTS:

- Must provide an up to date and clear Vulnerable Sector Screening Check upon hire;
- Must have a Valid Driver's License and access to a reliable vehicle; and
- Valid First Aid and CPR Certification.

Interested and qualified candidates should submit their cover letter, resume, three current work related (current) reference letters to the attention of:

CONFIDENTIAL: BAND REPRESENTATIVE

Whitefish River First Nation; 17-A Rainbow Ridge Road; P.O. Box 188; Birch Island; ON P0P1A0

Email: applications@whitefishriver.ca; Fax: (705)285-4532

Applications must be submitted by **July 22, 2022** by 4:30 p.m.

We thank all who apply, however only those applicants selected for an interview will be contacted.