



BAND REPRESENTATIVE EMPLOYMENT OPPORTUNITY

Term: Full-Time Permanent (35 hours per week)

Salary Range: \$62,113 to \$75,748 per year

(Subject to education and/or experience or a combination of both)

POSITION SUMMARY:

The Band Representative will act as Whitefish River First Nation's (WRFN) representative for children and families who are working with Child and Family Service agencies. The Band Representative will provide guidance, advocacy, and support to WRFN Member children, youth, and families who are working with child welfare agencies.

RESPONSIBILITIES:

- Represent the interests of WRFN First Nation, and its members regarding child welfare matters in court.
- Provide knowledge, awareness, and promotion of WRFN's interests to courts and external child welfare agencies; Provide support and advocacy during investigations and ongoing as per protocols;
- Liaise between the WRFN and external child welfare agencies.
- Represent the WRFN whenever our children 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.
- 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; Help link children to their home community.
- Compile all relevant case-related information and documentation.
- Liaise with other First Nation Band Representatives; Accompany other Child Welfare agencies during investigations.

*For a complete Job Description, please email: hrmanager@whitefishriver.ca

QUALIFICATIONS:

- Post-secondary degree in Social Work, Social Science, Child, and Youth Care, or a related field.
- Minimum of 2 years experience working in Social Services or related field in an Indigenous community or organization.
- Advanced computer skills: Microsoft Office, Internet Explorer, and Adobe Acrobat Pro.
- Must have a Valid Driver's License and access to a reliable vehicle.

KNOWLEDGE, SKILLS & ABILITIES:

- Able to interpret legislation and legal documents; understanding of Customary Care Agreements.
- Understanding of the Child/Family Services Act (CFSA).
- Knowledge of Case Management techniques and Alternative Dispute Mechanisms (i.e. Sharing circles).
- Excellent communication skills, including written and verbal to be effective in negotiation, advocacy, facilitation, and collection and dissemination of information.
- Able to speak and understand the Ojibway language or a willingness to learn.
- Ability to exercise discretion in handling highly confidential subject matters.

OTHER REQUIREMENTS:

- Must provide an up-to-date and clear Police Vulnerable Sector Screening Check upon hire.
- Must have the willingness to be on-call for emergency response services regarding child welfare matters.
- Must obtain an up-to-date First Aid and CPR Certification.

****OPEN UNTIL FILLED****

Interested applicants must submit a current resume, cover letter, two (2) work-related references, one (1) character reference, along with applicable education diplomas/certifications to:

CONFIDENTIAL: BAND REPRESENTATIVE

c/o Human Resources

Whitefish River First Nation

17-A Rainbow Ridge Road, P.O. Box 188; Birch Island, ON P0P1A0

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

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