

Ojibway Nation of Saugeen
General Delivery
Savant Lake, Ontario
POV 2S0 Canada

(807) 928 2824 Bus
(807) 928 2710 Fax



April 12, 2022

JOB TITLE: Child and Family Law Development Community Liaison/Coordinator

The Ojibway Nation of Saugeen is looking for a hardworking, energetic, dependable, and qualified individual to join our team as a Child and Family Law Development Community Liaison/Coordinator.

Ojibway Nation of Saugeen (ONS)

ONS is a beautiful, fairly isolated, drive-in First Nation Community in northern Ontario located about a 4-hour drive northwest of Thunder Bay, and a 1.5-hour drive east of Sioux Lookout. It is a cozy community of about 90 community members surrounded by scenic lakes and boreal forest with opportunities to fish, hunt, or simply hike or snowshoe around, depending on the season.

The community has yet to secure cell- phone access for this area. There is also no store in the community and candidates would be encouraged to have use of a vehicle to be able to drive into neighbouring communities such as Sioux Lookout and Dryden for occasional shopping needs.

DETAILS:

Starting Salary: Negotiable

Employment Status: Full Time (5-year project)

Hours of Week: Minimum of 35–40-hour work week

Location: Primarily based out of the Ojibway Nation of Saugeen

Start Date: April 19th, 2022

Housing: Housing with position, negotiable

PROJECT MISSION

On June 21, 2019, Bill C-92 An Act Respecting First Nations, Inuit and Metis Children, Youth and Families became law. The purpose of the Bill is to recognize First Nations' jurisdiction over child and family services, as part of an inherent and Aboriginal right to self-governance. This project's mission is to identify traditional and cultural practices of caring for our children, families and youth and to use that knowledge in developing the Ojibway Nation of Saugeen Laws that will govern the delivery of services to our members by harmonizing historical practices with the requirements of modern-day experiences and needs.

Ojibway Nation of Saugeen
General Delivery
Savant Lake, Ontario
POV 2S0 Canada

(807) 928 2824 Bus
(807) 928 2710 Fax



DUTIES AND RESPONSIBILITIES:

Under the direction of Chief and Headmen the Band Manager, and delegates, the Child and Family Law Development Community Liaison/Coordinator will work collaboratively with the Project Team in the development of the First Nation's Child and Family Law and will be responsible for:

- Coordinating, planning, and co-facilitating community information sessions with community members regarding the project.
- Coordinating, planning, and co-facilitating community focus and engagement sessions with Elders, youth, and other member groups.
- Ensuring data gathered at information, focus and engagement sessions are recorded and transcribed and available to the Project Team and to Chief and Headmen and their delegate(s).
- Actively source members of the project team.
- Other duties as assigned by Chief and Headmen, their delegate(s) and the Project Team.

JOB REQUIREMENTS:

- Ability to speak publicly in the English language.
- Ability to speak publicly in the Ojibway language, would be an asset.
- Ability to plan and coordinate community information, focus, and engagement sessions including:
 - Drafting or assist in drafting of session agendas and written presentation materials in collaboration with the Project Team.
 - Advertise sessions to reach targeted group participants through traditional and social media with event details, with the assistance of the Marketing and Media Relations Consultant.
 - Arranging venues, refreshments, and gifts for Elders for each session.
 - Ensure recording, display, and other equipment is available for each session and arrange for any assistance that may be required in operating the equipment.
 - Co-facilitate the events and meetings.
 - Through recordings of events and other means to document and report the details of each session to Chief and Headmen or their delegate(s) and the Project Team.
- Knowledgeable about or able and willing to learn the details and requirements of the *Act Respecting First Nations, Inuit and Metis Children, Youth and Families*.
- Knowledgeable about or able/willing to learn the current provincial Child Welfare standards, legislation and regulations.
- Familiarity with services and programs available to community members both on and off-reserve.
- Be proficient in Microsoft Word, PowerPoint, Outlook and Excel.

Ojibway Nation of Saugeen
General Delivery
Savant Lake, Ontario
POV 2S0 Canada

(807) 928 2824 Bus
(807) 928 2710 Fax



QUALIFICATIONS:

- The successful candidate will possess a post-secondary education in the area of Early Childhood Education, Social Services/Worker, Indigenous studies or related Human Services diploma or an appropriate combination of work experience and other academic qualifications.
- Post-secondary education in event management, marketing, communications, or Business Administration, would be an asset.
- Highly organizational and strong communication skills.
- Strong attention to detail and time management skills.
- Ability to problem solve and multi-task.
- Professional demeanor.
- Must hold a valid Ontario drivers' license and a clear driver's abstract.
- Be able to provide own transportation.
- Must be willing to provide a Criminal Record Check (CRC), including Vulnerable Sector Check (VSS).

WORKING CONDITIONS:

- This position requires the ability and flexibility to work during days, evenings, and weekends, when required.
- Willing to travel and work overtime will be required from time to time.

EMPLOYEE BENEFITS:

Employee Benefits:

- Employee Life Insurance
- Dependent Life Insurance
- Accidental Death, Dismemberment and Specific Loss
- Employee Critical Illness Insurance
- Short Term Disability (STD)
- Long Term Disability (LTD)
- Healthcare and Vision Care
- Dental care
- Pension Plan

To be considered for this position, please submit your cover letter and résumé as soon as possible to **Fran Machimity**, Band Manager at fran@ojibwaynationofsaugeen.ca by Friday, April 29th, 2022 @ 1:00 pm.

We would like to thank all applicants in advance but please note that only successful candidates will be contacted for an interview.