



# BIIGTIGONG NISHNAABEG INTERNAL/EXTERNAL EMPLOYMENT OPPORTUNITY

**Job title:** Band Representative  
**Department:** Social Services  
**Employment status:** Full Time Permanent  
**Location:** Biigtigong Nishnaabeg  
**Posting Date:** December 20, 2022  
**Closing Date:** Until Filled

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## Job Summary:

Under the direction of the Band Rep Manager, the Band Representative is a highly motivated individual with exceptional advocacy skills, possessing knowledge of the Ontario *Child, Youth and Family Services Act* (CYFSA). The Band Representative shall be responsible to provide support to families involved with the child welfare system. Will be expected to deliver a wide range of prevention programs and work cooperatively with other service providers to design and carry out action/care plans for clients. The Band Representative will also act quickly to resolve any individual or family crisis and provide concrete assistance to clients. The Band Representative must be flexible and available for on-call after hours and during weekends as required. The role of the Band Representative is to protect the collective best interest of Biigtigong Nishnaabeg children and to ensure a culturally appropriate disposition of the case.

## Qualifications:

Candidates will be screened according to the listed criteria. It is the responsibility of the candidate to indicate that she/he meets the following criteria:

- 2 Year Post-Secondary Diploma in Social Work/Law Clerk/Child and Youth Worker or related field;
- A minimum of 2 years of Social Services experience with First Nations;
- Must have strong knowledge of Bill C-92: An Act Respecting First Nations, Inuit and Métis Children, Youth and Families;
- Experience with Alternative Dispute Resolution
- Experience within a multi-disciplinary team approach
- Experience working with children, youth, and families
- Experience providing crisis intervention support.
- Knowledge of the Child and Family Services Act, Child Well Being Law, Child Protection Standards, Ministry of Children and Youth Services Regulations, Guidelines and Policy Directives, Mental Health Act;
- Proof of valid Class G Ontario Driver's License, Insurance, access to a vehicle and a clean drivers abstract;
- Must be willing and able to provide a current satisfactory Criminal Record Check with Vulnerable Sector Screening.
- Valid First Aid/CPR

## Duties & Responsibilities:

- The Band Representative will work directly with the case manager from the child protection agency and take legal case direction from their supervisor.
- Work in collaboration with Society Workers, other Band Rep staff, family, and community partners to utilize extended family and/or community members and other First Nations, first and foremost, to interventions that involve out of home placements
- Provide information to parents on legal process and referrals
- Must make referrals to the Prevention Service Worker/Family Wellbeing worker to assist families and/or based on Plan of Care.
- Refer brief service requests to Band Representative Manager
- Will be expected to deliver a wide range of prevention programs and work cooperatively with other service providers to design and carry out action/care plans for clients.
- The Band Representative will also act quickly to resolve any individual or family crisis and provide concrete assistance to clients
- Provide regular family case review updates to the Director of Social Services and Band Representative team.
- Provide outreach services for relationship building with individuals who are known to have been involved with the child welfare system
- To become familiar with the policies and procedures of the various child welfare agencies involved with our membership and the terminology used within the agency.
- Attend staff meetings virtually or in person as requested
- provide individuals who are involved with the child welfare an opportunity to establish community connections by setting up opportunities to attend major events occurring at First Nation level

## How to apply:

Please forward a cover letter, resume and three professional references by email to  
[recruitment@picriver.com](mailto:recruitment@picriver.com)

-or-

Joni Michano – Human Resources / Payroll Coordinator  
Biigtigong Nishnaabeg, P.O. Box 93, Heron Bay, Ontario POT 1R0

**It is the responsibility of each candidate to show how they meet qualifications; incomplete applications WILL NOT be considered & WILL automatically be screened out.**

**OJIBWAYS OF THE PIC RIVER FIRST NATION – BIIGTIGONG NISHNAABEG**