



CONSTANCE LAKE FIRST NATION

P.O Box 4000

CONSTANCE LAKE, Ontario - P0L 1B0

Telephone (705) 463-4511 – Fax (705) 463-2222

General e-mail: clbo@clfn.on.ca

Website: www.clfn.on.ca

JOB POSTING

Community Band Representative

For Child Welfare Cases

OVERVIEW:

This position requires the incumbent to advocate/represent registered/affiliated with First Nation members that are involved with any/all Child Welfare Agencies throughout Canada.

The object of this position to ensure that any notification from any/all Child Welfare Agencies are responded to within its mandated time. To ensure that all of the members of Constance Lake First Nation have a Band representative present or available when dealing with all Child Welfare Agencies, as per Part X of the Child and Family Services Act in Ontario and notification from other Provinces.

This is a volunteer based position until funding can be identified.

PREFERRED QUALIFICATIONS:

- Minimum of 3 years with a Child Welfare Agency
- Experience working with First Nation people
- Fully understand Customary Care
- Social Work Diploma/or related
- Fully understand Part X of the CFSA
- Knowledge of our community and its practices
- Knowledge of the CFSA
- Knowledge of the history of Child Welfare as it pertains to Aboriginal communities
- Strong verbal and written skills
- Experience developing detailed plans and critical path timelines as well as managing deadlines and completing priorities
- Be able to meet all timelines as needed to meet legislation that governs our families
- Analytical and problem solving skills
- Ability to work independently
- Must be willing to travel extensively, when required
- Must have a valid drivers license, G
- Ability to manage time well and complete administrative tasks in a timely manner
- Must have the ability to develop a Plan of Care with Form 33 applications in the court system
- Must have the ability to coordinate time management to work with numerous families at one time
- Must have the ability to provide documentation to Chief and Council when requested at all times
- Subject to a Drug and / or Alcohol Testing prior to hire

DUTIES AND RESPONSIBILITIES:

- Establish and develop an active working relationship with all Child and Family Services
- Develop and implement protocols with Child and Family Services
- Develop a working relationship with all Child and Family Services
- Develop capacity in internal staff regarding customary practices, band realities, including resources, and the necessity to continually engage with case planning and response to all Child Welfare Agencies
- Develop and negotiate Plans of Care and Service Plans with all Child Welfare Agencies
- Respond to all Child Welfare Agencies when notified of any members being involved with their Agency
- Ensure that Customary Care is practiced with all Band members before any court system is looked at
- Take place in all Service Plans, Plan of Care, or Service development for our Band Members
- Have full knowledge of Part X of the Child and Family Service Act
- Develop BCRs when needed to attest to any/all Plans that relate to our Band Members
- Present in camera sessions monthly with a report to Chief and Council
- To practice confidentiality to its fullest with our Band Members
- Perform other duties as assigned

Please submit your resume, cover letter and 3 references either by mail, fax or in-person at the Band Office or by email to:

Samantha John-George, Employment Coordinator
Constance Lake First Nation
P.O. Box 4000
Constance Lake, ON P0L 1B0
Fax: 705-463-2222
Email: samantha.john-george@clfn.on.ca

DEADLINE FOR APPLICATIONS:
Friday, September 29, 2017 at 4:00 pm

Please note that only candidates selected for an interview shall be contacted.