



## 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](mailto:clbo@clfn.on.ca)

Website: [www.clfn.on.ca](http://www.clfn.on.ca)

### JOB POSTING

## **Community Support Band Representative**

#### **OVERVIEW:**

Under the direct supervision of the Community Band Representative, Constance Lake First Nation requires a Community Support Band Representative for Child Welfare to advocate/represent registered/affiliated with First Nation members that are involved with any/all Child Welfare Agencies throughout Canada. This position is a full-time term position ending March 31, 2021 with a possible extension pending funding availability.

#### **PREFERRED QUALIFICATIONS:**

- Social Work Diploma/or related
- Experience in working with First Nation families and communities
- Fully understand the Child and Family Services Act (CFSA)
- Understand Part X of the CFSA
- Knowledge of our community and its practices
- Knowledge of the history of Child Welfare as it pertains to First Nations and their communities
- Strong verbal and written skills
- Able to work independently
- Experience developing detailed plans and critical path timelines as well as managing deadlines and completing priorities
- Must have analytical and problem-solving skills
- Must have a valid Drivers G license and access to vehicle
- Able to travel as required
- 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
- Must have the ability to provide documentation to Chief and Council when requested
- Will be subject to undergo a Drug and/or Alcohol test prior to being hired and pass the test

#### **DUTIES AND RESPONSIBILITIES:**

- Provide support services to Constance Lake First Nation members that are involved or may be involved with Child and Family Services
- Establish and develop an active working relationship with all Child and Family Services whom are families are involved
- Ensure that Customary Care Education/Implemented with all Band members before court is considered
- Participate in all Service Plans, Plan of Care, or Service development for Band Members
- Review CCAs prior to seeking approval
- Present in camera sessions monthly with a report to Chief and Council or when required
- To practice confidentiality to its fullest
- Coordinate and deliver information sessions and community presentations
- Record and keep statistical data documentations
- Develop capacity training with internal staff regarding customary practices, band realities, including resources, and the necessity to continually engage with any CFS
- Develop and negotiate Plans of Care and Service Plans with all Child Welfare Agencies
- Participate in all Service Plans, Plan of Care, or Service development for our Band Members
- Develop BCRs when needed to attest to any/all Plans and CCAs that relate to our Band Members
- Participate with clients in talking circles or other kind of conference of their choice
- Perform other duties as assigned or as required

Please contact the Band Office for the full job description.

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](mailto:samantha.john-george@clfn.on.ca)**

#### **DEADLINE FOR APPLICATIONS:**

**Friday, June 5, 2020 at 4:00 pm**

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