



Frontline Worker, Ojibway Women's Lodge

Department: Social Services
Posting Date: November 10, 2022
Location: Nipissing First Nation, ON
Schedule: Minimum 21+ hours (as schedule requires filling)
Job type: Part-time, Permanent
Vacancies: 1
Reports To: Ojibway Women's Lodge Program Supervisor

Ojibway Women's Lodge Frontline Worker assists in the delivery of the Ojibway Women's Lodge programs and services of the First Nation, within the administrative policies and procedures established and directed by the Chief Executive Officer.

What you'll do in the role

- Assist in the provision of a short-term residential alternative to an unsafe, threatening or dangerous environment for aboriginal/other women and children who have experienced abuse and /or sexual assault.
- Assist in the provision of counseling/social development and family support programs and services for the families of the Ojibway Women's Lodge.
- Participate in program planning, admission and discharge reports, documentation of case notes on computer-based data management system.
- Manage Crisis Calls, screening calls, risk assessment and the public
- Perform a variety of cleaning duties such as sweeping and mopping floors, dusting, wiping, disinfecting, garbage removal, recycling, household laundry, and washing/sanitizing dishes.
- Perform a variety of duties related to food preparation including cooking, meal planning, shopping, and Food safe practice.
- Perform such other related duties as may reasonably be required by the Ojibway Women's Lodge Program Supervisor.

Just a few reasons to join Nipissing First Nation

- Opportunity to work with a dynamic team with career growth across multiple departments
- Nipissing First Nation prides itself in providing its employees with job security, competitive wages, and a safe working environment.
- On-the-job training to support your success in the role
- A defined contribution pension plan
- Comprehensive Health Plan including Medical, Vision, Life and Disability insurance
- Casual dress
- Better than average vacation and leave packages

What you bring to the table



Employment Opportunity

- Respect for Indigenous culture and willingness to learn Ojibwe
- Degree or Diploma in the Social Services or related field
- Excellent working knowledge of, and commitment to, programs and services in culturally supported family life.
- High level sensitivity to Native issues focusing on knowledge and understanding of abuse of women and children.
- Excellent public relations skills, including an appreciation of the need for tact, discretion, and a positive, cheerful, and informed approach with the public.
- Have or willing to obtain - First Aid/CPR Certification and Food safe Certification
- Crisis Intervention skills training, conflict resolution training an asset
- Ability to use computer-based data management (W.I.S.H.), Microsoft Office 2007
- Occupational Health and Safety Act Reporting, Procedures Collaboration Agreements and Protocols
- Possession of valid driver's license
- Obtain a valid Vulnerable Sector Check

Application Deadlines:

Nipissing First Nation adheres to the following process for our recruitment practices.

Closing November 25, 2022 - 1st Round

- Opportunities are open to all registered Nipissing First Nation members. Please advise your status in your application
- Applicants who are considered Round 2 or Round 3 will not be considered, regardless of when the application is received
- If no suitable candidate is found, the process will proceed to Stage Two.

Closing December 2, 2022 - 2nd Round

- Opportunities are open to spouses and children of registered Nipissing First Nation members and registered members of other First Nations. Please advise your status in your application
- Applicants who are considered Round 3 will not be considered, regardless of when the application is received
- If no suitable candidate is found, the process will proceed to Stage Three

Closing December 9, 2022 - 3rd Round

- Opportunities are open to all applicants (status and non-status).
- The posting will be open until filled.

Nipissing First Nation supports the training and growth of their members and strongly encourages their members to apply to positions. Work experience and training opportunities are taken into consideration when screening applications.

Nipissing First Nation members are encouraged to apply to all rounds of employment postings. As per Section 24(1)(a) of the Ontario Human Rights Code, Nipissing First Nation gives preference to First Nation applicants for any employment opportunities.



Employment Opportunity

If you are excited by this opportunity and want to be a part of Nipissing First Nation, please apply online by emailing your cover letter and resume to resumes@nfn.ca no later than 4:30pm on the application deadline noted above.

Miigwech to all applicants for their interest; however only those selected for an interview will be contacted.