



EMPLOYMENT OPPORTUNITY

Family Support Worker

Department: Walking Alongside Services

Posting Date: May 24, 2024.

Location: Nipissing First Nation, ON

Schedule: Standard Work Week/35hrs

Job type: Fulltime/Permanent

Vacancies: 2

Reports To: Family Support Supervisor

Starting Salary: \$55,182.40

What you'll do in the role

- Support families of NFN with issues in relation to children, youth and family units.
- Engage with supervisor for support and direction with case files.
- Model behavior in a manner that serves as an example for positive choices.
- Provide the necessary equipment and supplies to support each family's well-being.
- Enhance caregiving/parenting and homemaking skills.
- Advocate and accompany Clients for various appointments.
- Creating and facilitating Workshops and Programs based on Client needs.
- Refer clients to Family Support Navigator for assistance when necessary.
- Once trained through Anishinabek Nation, provide circle/mediation for families as requested.
- Home visits to the community and surrounding areas.
- Create accurate and appropriate case notes.
- To attend staff meetings, workshops, seminars, and conferences that relate to family wellness.
- Understanding of the operations and functions of Nipissing First Nation community.
- Maintain documents, comprehensive and up-to-date client files and systems that are essential components of good program management that demonstrates the program is being delivered according to proposed work plan.
- Complete internal day-to-day administration tasks i.e. requisitions, mileage logs, expense reports.
- Participate in relevant conferences, training, workshops and related courses and meetings for professional development as required or directed.
- Attending workshops, staff meetings.
- Budget Monthly Program events.
- Submitting and awaiting approval for budget/ Cost of programming.
- Submit Receipts' and complete Cash reconciliation forms.
- Ensure all receipts are submitted in a timely manner.



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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, Dental, Vision, Life and Disability insurance.
- Casual dress
- Better than average vacation and leave packages.

What you bring to the table

- Respect for Indigenous culture and willingness to learn Ojibwe.
- Must have 2 years of related work experience within an indigenous organization or community.
- Must have a Diploma in either Human Services or Social Services, or a Child and Youth Worker Diploma.
- Must have a Valid Ontario's Drivers License.
- Must have one year of Office environment experience.
- Must have a clear criminal reference check (CPIC) Vulnerable Sector Check, and Child Welfare Check.
- Must possess the ability to engage people effectively, fostering trust and rapport through strong verbal and listening communication skills.
- Must be able to maintain confidentiality.
- Knowledge and awareness of Indigenous culture and history, with emphasis on family violence, child welfare, the impacts of trauma, child and youth engagement and community outreach.
- Self-motivated with the ability to work with minimal supervision in a team-oriented setting.
- Knowledge of outside community agencies and assisting in applying for outside services.
- The ability to work flexible hours, that will include some evenings and/or weekends to support community needs.



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APPLICATION DEADLINES:

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

Closing June 7, 2024 - 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 will not be considered, regardless of when the application is received.
- If no suitable candidate is found, the process will proceed to Round Two

Closing June 14, 2024 - 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.

*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.*

Are you a member of NFN? If so, please read below:

- ✓ 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.

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