



EMPLOYMENT OPPORTUNITY

Transitional Housing Support Worker

Department: Social Services – Ojibway Woman’s Lodge

Posting Date: February 14th, 2025

Location: Nipissing First Nation, ON

Schedule: Standard Work Week/35hrs

Job type: Contract

Vacancies: 1

New or Existing Position: Existing

Reports To: Manager, OWL

Starting Salary: \$ 25.16/hr.

What you’ll do in the role

- Participate in program planning and development.
- Document case notes in the computer-based data management system.
- Maintain case files.
- Disburse personal needs allowance and prepare statistical data.
- Assist women in preparing housing applications and securing legal assistance.
- Prepare and file court documents.
- Work collaboratively with frontline staff to develop plans and priorities for client
- Screen and orient new clients to the shelter’s transitional support program.
- Provide flexible services based on individual transitional plans, including short- and long-term goals and safety planning.
- Liaise with community partners, landlords, and legal and social services.
- Advocate for clients in housing, legal, child protection, and financial matters.

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.
- Casual dress

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What you bring to the table

- Respect for indigenous culture and willingness to learn Ojibwe.
- Diploma in Social Services or related field, Crisis Intervention, ASIST, CPR and First Aid Vulnerable Sector Check
- Must have at least 2 years' Work experience
- Experience in providing support services to victims of gender-based violence.
- Strong knowledge of judicial and court processes, family law, and social services.
- Understanding of gender-based violence, child welfare legislation, and custody support issues.
- Competencies: Empathy, Decision-Making, Communication, Advocacy, and Crisis Intervention.
- Conducting initial screenings and safety planning.
- Providing crisis intervention and advocacy.
- Serious operational concerns.
- Policy interpretations.
- FN and OWL policies and procedures.
- Occupational Health and Safety Act.

APPLICATION DEADLINES:

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

Closing - 1st Round – February 28, 2025

- 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 - 2nd Round – March 7, 2025

- 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 - 3rd Round – March 14, 2025

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



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*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.