



MARTEN FALLS FIRST NATION #65

Ogoki Post, Ontario P0T 2L0 Tel: (807) 349-2509 Fax: (807) 349-2511

Internal and External Job Posting

Position: Jordan's Principle Navigator (Full-Time)

Start Date: Immediately

Location: Serving Geraldton, Thunder Bay, and Ogoki Post

Posting Closing Date: Open until filled

File#: 2024-05-02

Reports To

The Jordan's Principle Navigator reports to and is under the direct supervision of the Band Manager.

Job Overview

This position will be dedicated to assisting children and their families in Marten Falls First Nation in accessing health, education, and social support services through Jordan's Principle.

Responsibilities and Duties:

The Jordan's Principle Navigator's duties include and are not limited to:

- Talk to community members to understand their needs;
- Help community members fill out Jordan's Principle applications;
- Speak up for the client and the support they need;
- Assist community members in getting the resources they need once their Jordan's Principle applications are approved;
- Spread awareness about Jordan's Principle in the community;
- Keep records and documents about Jordan's Principle projects confidential;
- Gather information on how Jordan's Principle is used in the community;
- Coordinate with other service providers to ensure that children's needs are met;
- Travel within Geraldton, Thunder Bay, and Ogoki Post;
- Additional tasks when needed.

Qualifications:

- Education in related field, or relevant experience;
- Experience working in a First Nation Organization;
- Proficiency in the Marten Falls First Nation language an asset;
- Valid G driver's license

Compensation:

- Salary is competitive, and it is based on experience, education and is negotiable;
- Extended Health Benefits

Thank you for your interest in the Jordan Principle position at MFFN. We appreciate the time and effort you have invested in applying for this role.

Confidential Information provided by applicants is used for the purposes of this competition only and is protected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.

Marten Falls First Nation thanks all applicants for making known their interest in the position. Only those applicants who have been selected for an interview are contacted.

As part of our commitment to ensuring the safety and well-being of our employees, clients, and the community, we would like to inform you that a vulnerable sector check will be required as part of the recruitment process for this position.

Please submit a resume and three employer references to:

Human Resources Manager
Marten Falls First Nation
Ogoki Post, ON, P0T 2L0
stella.idogho@martenfalls.com: 807-632-5509
Fax: 807- 622-9018
mffnadmin@martenfalls.com

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