



## MARTEN FALLS FIRST NATION #65

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

### Internal and External Job Posting

Position: Band Representatives Services - Band rep case worker (Full-Time)

Start Date: Immediately

Location: Ogoki Post

Posting Closing Date: Open until filled

### Reports To:

The **Band Rep Case Worker** reports to the Child Well-being Band Rep Director and by extension the Band Manager and to the Chief and Council

### Job Overview

The Band Representative Case Worker advocates for the best interest of the Children who are members of Marten Falls First Nation (MFFN) in all court proceedings pertaining to Child Welfare matters. The Band Representative Case Worker will represent MFFN members and the Band's interest in Child Protection proceedings or hearings, involving children of MFFN

### Qualifications and Skills

- Minimum Post-Secondary Diploma in Social Work/Law Clerk/Child and Youth Worker or related field.
- A minimum of 3 years of Social Services experience, direct experience with First Nations considered an asset.
- Demonstrated knowledge and understanding of the Child and Youth Family Services Act (Ontario) and proceedings involving the First Nation's children.
- Strong computer skills with experience using word processing software and databased software.
- Experience working with children, youth and families considered an asset.

*To promote employment equity, Marten Falls First Nation welcome applications from all qualified individuals including indigenous persons, immigrants, members of minority groups, women and persons with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.*

*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.*

- Must be willing to work flexible hours and travel with minimal notice.
- Must be flexible and available to work on-call, after hours and weekends as required.
- Knowledge of Case Management techniques.
- Strong written and verbal communication skills.
- Strong negotiation skills, techniques and advocacy.
- Ability to exercise discretion in handling confidential subject matter.
- Must have valid Class 'G' driver's license and have access to a reliable vehicle
- Current Vulnerable Sector Check required

## **Responsibilities and Duties:**

- Liaise with other First Nation Band Representatives, Agencies and Legal Counsel.
- Accompany Children's Aid Society (CAS) workers during investigations with First Nation members/affiliates.
- Ensure that First Nation members are fully aware of their rights in child welfare proceedings.
- Develop a working relationship with all Child and Family Services and CASs engaged with First Nation members.
- Liaise with the First Nation member families and the CAS.
- Provide family support services that promote the culture and aspirations of the First Nation.
- Support identifying community and family placements for First Nation children and youth.
- Represent the First Nation at Court as a Party to Child Welfare proceedings
- Prepare Plans of Care, including recommendations for placement of children.
- Prepare, respond to, and process legal documents as required.
- Support alternative dispute resolution in place of court proceedings.
- Provide knowledge, awareness and promotion of the First Nation's position and interests to courts, Children's Aid Societies and other agencies.
- Engage legal counsel to support the preparation of court documents and to represent the First Nation in court on complex matters.
- Safety Plan with Family as an alternate to CAS involvement.
- Advocate for the caregiver who may need help with health issues including mental health and addictions.
- Advocate for the children in the education and health system.
- Guide families and children through a healing process.
- Reunite families when there has been a breakdown of family
- Work with the entire family to bring healing and wellness.
- Help families meet the basic needs for their children.
- Compile all relevant case-related information and documentation.
- Liaise with community services and coordinate Case Management Conferences with all community services involved to monitor Client's plan of care and progress.
- Prepare, serve and file additions or amendments to the Client's Plan of Care.

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- Prepare for and attend settlement conferences to represent the First Nation's interests.
- Ensure client files are maintained and updated on a regular basis.
- Other duties as required

**Working Conditions:**

- Typical office environment with occasional travel required
- Ability to attend evening and weekend meetings or events as needed.

**Compensation/Benefits:**

- Competitive salary - based on experience and education
- Extended Health Benefits - Dental, and vision insurance
- Paid time off
- Professional development opportunities

As part of our recruitment process you would be required to provide a current Police Vulnerable Sector Check (PVSC) or a criminal record check.

**Application Process:** Interested candidates should submit a resume, and references to the Human Resources Department.

Stella Idogho, RPR  
Manager, Human Resources  
Marten Falls First Nation  
Ogoki Post, ON, P0T 2L0  
[humanresources@martenfalls.com](mailto:humanresources@martenfalls.com)  
C: 807-935-7347

*We appreciate the interest of all applicants, however, only those selected for interviews will be contacted. We will accommodate the needs of applicants in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process. Please advise Human Resources to ensure your accessibility needs are accommodated.*

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