



MARTEN FALLS FIRST NATION #65

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

Internal and External Job Posting

Position: Band Representatives Services – Cultural worker (Full-Time)

Start Date: Immediately

Location: Ogoki Post – On reserve

Posting Closing Date: Open until filled

Reports To:

The **Cultural Worker** reports to the Child Well-being Band Rep Director and by extension the Band Manager.

Job Overview

The Cultural Worker will play a vital role in preserving, promoting, and revitalizing the cultural heritage of the Marten Falls First Nation community. This position involves engaging with community members, particularly elders, children and youth, to foster cultural knowledge, practices, and traditions. The Cultural Worker will organize and facilitate cultural programs, events, and workshops, ensuring the transmission of cultural values and knowledge to future generations.

Prerequisites:

- Post secondary or post graduate diploma in social work, community development or a related field.
- Proven experience in case management, advocacy, or a related field.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Knowledge of community resources and services.
- Ability to handle sensitive and confidential information.
- Proficiency with software tools (e.g., Excel, Microsoft Office Suite etc.).

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.

- Deep understanding and respect for the traditions, values, and practices of Marten Falls First Nation Indigenous community.
- Familiarity with the community's history, language, ceremonies, and customs.
- Relevant experience in cultural preservation, community engagement, or similar roles, preferably within Indigenous communities.
- Experience working with Indigenous peoples, including elders and youth.
- Proven ability to plan, organize, and execute cultural programs, events, and workshops.
- Experience in managing budgets, schedules, and logistics for community events.
- Strong team player who can contribute positively to a multi-disciplinary team.
- Experience working in a First Nation Organization
- Proficiency in Anishinaabemowin an asset

Responsibilities and Duties:

- Work closely with Marten Falls First Nation community elders to document and preserve traditional knowledge, stories, and practices.
- Promote cultural heritage through various media, including social media, publications, and community events.
- Assist in the development and maintenance of cultural archives and resources.
- Design, plan, and execute cultural programs, workshops, and events that reflect the community's traditions and values.
- Facilitate cultural education programs for community members, especially youth, in schools and community centers.
- Coordinate with other community organizations and Chief and Council to enhance program offerings.
- Maintain accurate and confidential case files and documentation.
- Provide support and resources to community members seeking to learn more about their cultural heritage.
- Services and support for band members and Chief and Council
- Organize and oversee cultural events such as pow-wows, festivals, ceremonies, and celebrations.
- Ensure all events are conducted respectfully and in accordance with cultural protocols
- Other duties as assigned.

Working Conditions:

- Typical office and outdoor 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

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- 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 or fill in the Marten Falls First Nation Employment Application form, 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
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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