



# Chippewas of the Thames First Nation

320 Chippewa Road, Muncey Ontario N0L 1Y0

Tel: (519) 289-5555 Fax: (519) 289-2230

Chippewa of the Thames First Nation is accepting applications for the position of:

## **BAND REPRESENTATIVE**

**Supervisor:** Child & Family Well-Being Services Coordinator  
**Terms:** Full Time Permanent Position  
**Start Date:** January 10, 2022  
**Posting Date:** November 17, 2021  
**Closing Date:** December 3, 2021, 4:00pm EST (Late submissions will not be accepted)

### **SUMMARY OF POSITION:**

Under the supervision the Child & Family Well-being Services Worker will act on behalf of the Chippewas of the Thames First Nation (COTTFN) as a party under the Child and Family Services Act involving COTTFN; to protect the collective best interest of COTTFN child(ren); ensure a culturally appropriate disposition over cases; ensure effective delivery and monitoring practices guided by relevant strategies in accordance with the Nation's Comprehensive Community Plan.

### **QUALIFICATIONS:**

1. A minimum Bachelor of Social Worker Degree preferred or Community College Diploma in Social Services or First Nation Child Welfare Advocate.
2. Must have an Ontario Secondary School Diploma.
- 3 years of experience working with children, youth, and families.
- 4 Previous community related experience an asset.
- 5 Current CPR and First Aid Certificate.
- 6 Must have a class 'G' Ontario Driver's License, access to a vehicle and the ability to travel.
- 7 A clear and current CPIC with vulnerable sector check completed within last six months.
- 8 Excellent interpersonal and communication skills both written and verbal.
- 9 Good public relation skills.
- 10 Computer literacy, including effective working skills of MS Office.
- 11 High level of critical and logical thinking and analysis to identify underlying principles, reasons, or facts.
- 12 A strong understanding of native issues and community practices.
- 13 Ability to perform all duties in accordance with related legislation and policies.
- 14 Strong conflict resolution and mediation and problem-solving skills.
- 15 Excellent organizational and time management skills, able to efficiently organize many details in a time efficient manner.
- 16 Ability to monitor financial accountabilities.
- 17 Proven assessment skills.
- 18 Proven critical thinking and decision-making skills.

**WORKING CONDITIONS:** Work takes place in an office setting as well as at homes and facilities where programming occurs. Travel by car is required. The incumbent is sometimes exposed to moderately undesirable working conditions in the form of unpleasant dealings with clients who are uncooperative or exhibit behavioural issues.

**PHYSICAL EFFORT:** Work often involves very light physical exertion in performing tasks such as keyboarding, case management notes and writing reports. Overtime and long hours may occur on occasion.

**MENTAL EFFORT:** The incumbent will often listen to clients to interpret client behaviour, define problems, and provide appropriate support, guidance and problem solving.

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Phone 519-289-5555 Fax: 519-289-2230  
[info@COTTFN.com](mailto:info@COTTFN.com) [ww.cottfn.com](http://ww.cottfn.com)



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**SALARY:**

Salary based on approved salary grid.

Interested applicant must submit a cover letter, resume, valid driver license, current CPIC/Vulnerable Sector Check and three recent letters of work related reference, to the attention of:

**Briar Banks, Human Resources Manager**

[bbanks@cottfn.com](mailto:bbanks@cottfn.com)

320 Chippewa Road, Muncey, ON N0L 1Y0

Please clearly mark "Band Representative"

Preference will be given to Aboriginal people.

Only those who qualify and are selected for an interview will be contacted. Chi-Miigwech.

\*\*Full Job description available upon request.