



---

## CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

# EMPLOYMENT OPPORTUNITY

## BAND REPRESENTATIVE - FULL TIME

---

<b>PROGRAM AREA:</b>	CHILD AND FAMILY SERVICES
<b>POSITION TITLE:</b>	BAND REPRESENTATIVE
<b>REPORTING PROTOCOL:</b>	REPORTS TO THE CHILD AND FAMILY SERVICES MANAGER

---

**POSITION SUMMARY:** The Band Representative acts on behalf of the Chippewas of the Kettle & Stony Point First Nation (KSPFN) with all child welfare matters as a party under the Child, Youth and Family Services Act. To protect the collective best interest of KSPFN child(ren) and youth; ensures effective delivery and monitoring practices pertaining to child welfare protection services ensuring alignment to Kettle & Stony Point's policies and procedures. The Band Representative is responsible to support the KSPFN families on/off the First Nation. The Band Representative provides support, advocates to maintain the family unit by ensuring customary care is the first option, to live safely within their family of origin, thereby keeping children with extended and caring family and/or community, no matter where they reside. Liaises between Children's Aid Society (CAS) and other related service agencies. Assisting access to legal resources, attending and participating in court proceedings, and ensuring that the cultural needs of the child are being respected by the CAS.

### EDUCATION/PROFESSIONAL REQUIREMENTS:

- Degree or Diploma in Social Work, Social Science, related field, or three years related work experience.
- Minimum of three years' working in Social Services or related field with First Nation families'

### SKILLS REQUIRED:

- Ability to interpret legislation and legal documents.
- Knowledge of family law and confident working with the justice system.
- Excellent analytical and problem-solving skills.
- Excellent in time management and organizational skills.
- Strong demonstration of negotiation skills, techniques, advocacy and public speaking.
- Culturally sensitive and knowledgeable of issues affecting First Nations communities.
- Must have extensive knowledge of the Child, Youth and Family Services Act (CYFSA)
- Expert knowledge of Customary Care and the philosophy of service development and delivery.
- Represents children, youth and families in court proceedings who are registered or entitled to be registered members of the Kettle & Stony Point First Nation.
- Liaises with other First Nation Band Representatives, Agencies and Legal Counsel.
- Attends with the Children's Aid Service workers during investigations.
- Works collaboratively with the Child & Family Services Team to develop the Nation's position on child welfare proceedings.

- Ensures that Kettle & Stony Point band members are fully aware of their rights.
- Assess urgent legal matters and prioritizes client issues/casework.

**PREFERENTIAL HIRING REQUIREMENTS:**

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

**SECOND POSTING**

PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME  
BY CLOSING DATE – SEPTEMBER 20<sup>TH</sup>, 2024

TO: Chippewas of Kettle & Stony Point First Nation,  
ATTN: **HR – Band Representative**  
**Email to: [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org)**  
**Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1**  
**Fax: 519-786-2108**

*A full Job Description is available: contact the HR assistant at [hr.assistant@kettlepoint.org](mailto:hr.assistant@kettlepoint.org)  
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT