



INDIGENOUS COMMUNITY WORKER 087R3-21-2
KANIKONRI:IO (GOOD MIND) CHILD AND YOUTH PROGRAMS, SOCIAL SERVICES
CONTRACT

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **October 27, 2021**, for the Indigenous Community Worker with Kanikonri:io (Good Mind) Child and Youth Programs, Social Services Department. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications accepted through <https://www.vscyberhosting.com/sixnations/>. **NO LATE APPLICATIONS ACCEPTED.** **Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.**

JOB SUMMARY: The Indigenous Community Worker Reports to and works under the supervision and direction of the Supervisor of Youth Life Promotion and Children's Mental Health Programs, Six Nations Social Services, Six Nations Elected Council, and according to the Ministry of Children, Community and Social Services – Youth Justice Services (MCCSS-YJS) policies and guidelines. The Indigenous Community Worker provides culturally appropriate programming for Indigenous youth in, or at risk of conflict with the law. Through effective cultural supports and education for Indigenous children, youth, families, and communities, the program provides services that focus on supporting rehabilitation and reintegration of youth into the Brantford community as well as preventing reoffending. This program targets urban Indigenous youth aged 12-17 at the time of an offence who have been found guilty and are on probation, conditional supervision, or community supervision.

Type	Contract
Closing Date	October 27, 2021.
Hours of Work	35 Hours
Wage	Up to \$40,000

BASIC QUALIFICATIONS:

- Must possess a College Diploma from an institution in good standing with a preference given to the following area(s) of expertise: social sciences, social work, sociology, psychology, criminology, law or a related field;
- Must possess clear, accurate, concise oral and written communication skills;
- Must demonstrate problem solving, analytical and administrative skills;
- Must demonstrate ability to use computer hardware/software to effectively input and retrieve information;
- Must be able to work with a variety of personalities and temperaments;
- Must be able to work independently with minimal supervision and within a team setting;
- Must be willing to work flexible hours as required;
- Able to provide a valid current G class license;
- Able to provide a current and favourable drivers abstract with minimal offenses;
- Access to a reliable vehicle with minimum 2 million dollar liability insurance; and
- Must have a favourable criminal record check and vulnerable record check.

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

1. Please visit: <https://www.vscyberhosting.com/sixnations/> to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 - c. Copy of your education diploma/degree/certificate and transcript.

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.

3. If you have any questions or need assistance please reach out to Lesleigh Rusnak, Staffing Officer at 519-445-2223 ext 4343 or via email at StaffHR@sixnations.ca.

Method #2: GREAT – Applications must include all of the following:

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

Indigenous Community Worker – Contract – 087R3-21-2
c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0



INDIGENOUS COMMUNITY WORKER SIX NATIONS OF THE GRAND RIVER SOCIAL SERVICES

POSITION: *Indigenous Community Worker (serves youth aged 12-17)*

REPORTING RELATIONSHIP:

Reports to and works under the supervision and direction of the Supervisor of Youth Life Promotion and Children's Mental Health Programs, Six Nations Social Services, Six Nations Elected Council, and according to the Ministry of Children, Community and Social Services – Youth Justice Services (MCCSS-YJS) policies and guidelines.

PURPOSE AND SCOPE OF THE POSITION:

The Indigenous Community Worker provides culturally appropriate programming for Indigenous youth in, or at risk of conflict with the law. Through effective cultural supports and education for Indigenous children, youth, families, and communities, the program provides services that focus on supporting rehabilitation and reintegration of youth into the Brantford community as well as preventing reoffending. This program targets urban Indigenous youth aged 12-17 at the time of an offence who have been found guilty and are on probation, conditional supervision, or community supervision.

DUTIES and RESPONSIBILITIES:

1. TECHNICAL:

- a) Build partnerships with community agencies, Justice partners, and other stakeholders to collaborate in youth justice initiatives;
- b) Implement culturally appropriate programming as required;
- c) Attend mandatory MCCSS-YJS training as required;
- d) Attend court as required;
- e) Attend relevant youth justice conferences, workshops, special events, and information sessions;
- f) Deliver presentations and information sessions as required;
- g) Meet with youth clients one-on-one to mentor, guide, assist, support, and provide referrals;
- h) Provide transportation for youth clients as needed to assist them with counseling and connecting them with other support services; and
- i) Implement youth sessions for training, teaching, and rehabilitative purposes.

2. ADMINISTRATIVE:

- a) Conduct youth client intakes and assessments as necessary;
- b) Develop individual client plans of service as necessary;
- c) Maintain client files and case-notes;

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- d) Maintain any relevant statistics as required for quarterly and annual reports;
- e) Develop and maintain a relevant database of Justice partners, community agencies, and stakeholders;
- f) Develop and maintain program forms and documents for service delivery;
- g) Develop, enhance, and distribute informational materials; and
- h) Design, develop, maintain, and upgrade program information displays as needed.

3. COMMUNICATIONS and LIAISON:

- a) Reviewing Offender Management Plans with Youth Probation Officer (YPO) or Police Services;
- b) Relating any specific supervision concerns to the YPO and/or Police Services as required;
- c) Liaise with Courts, Judges, Crown Attorneys, Institutions and various Police Services as required;
- d) Liaise and collaborate with MCCSS-YJS to provide services for Indigenous youth as may be required;
- e) Liaising with other Community agencies, justice partners, and youth justice agencies for consultation, research and developing best practices;
- f) Build partnerships with school boards in Brantford; and
- g) Attending and participating in all staff meetings as required.

4. OTHER RELATED DUTIES:

Performs other related duties assigned by the Supervisor of Youth Life Promotion and Children's Mental Health and Director of Six Nations Social Services, which include but are not limited to, participation in the Tragic Events Response team, Six Nations Community Emergency Measures Plan, and Crisis Services.

WORKING CONDITIONS:

- a) External contact with Police Services, Courts, Crown's Office, Justice Office, Youth Probation, YPO's, Educational Institutions, and various community agencies, etc.;
- b) Direct client contact, including but not limited to Young persons and their families;
- c) Some risk is involved due to predisposition of some clients;
- d) Work requires travel within Brantford community using own transportation;
- e) Work requires attending various meetings as may be required; and
- f) Work hours may vary due to work schedule, programming and client availability.

WORKING RELATIONSHIPS:

With the Supervisor, Youth Life Promotion and Children's Mental Health Programs – The Indigenous Community Worker receives direction, guidance, and discusses plans, priorities, or interacts to ensure tasks are done efficiently and effectively; receives instruction, supervision;

With Staff – The Indigenous Community Worker will work in a courteous, cooperative, supportive, encouraging and team-building spirit with all staff;

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With Clients and the Public - The Indigenous Community Worker represents and promotes the Program in a courteous, positive, and cooperative manner; provides information and assistance;

With External Agencies and Partners:

The Indigenous Community Worker represents and promotes the Program; maintains awareness of legislation, policy and program changes; seeks to develop sound professional working relationships with programs that serve youth in the Brantford area; collaborates with the Children's Mental Health Program and other services as applicable; and

With the Community:

The Indigenous Community Worker represents and promotes the program and its services in a professional manner; focuses on community engagement and its role in supporting and informing clients and their families.

KNOWLEDGE AND SKILLS:

Minimum Qualifications

- a) Must possess a College Diploma from an institution in good standing with a preference given to the following area(s) of expertise: social sciences, social work, sociology, psychology, criminology, law or a related field;
- b) Must possess clear, accurate, concise oral and written communication skills;
- c) Must demonstrate problem solving, analytical and administrative skills;
- d) Must demonstrate ability to use computer hardware/software to effectively input and retrieve information;
- e) Must be able to work with a variety of personalities and temperaments;
- f) Must be able to work independently with minimal supervision and within a team setting;
- g) Must be willing to work flexible hours as required;
- h) Able to provide a valid current G class license;
- i) Able to provide a current and favourable drivers abstract with minimal offenses;
- j) Access to a reliable vehicle with minimum 2 million dollar liability insurance; and
- k) Must have a favourable criminal record check and vulnerable record check.

Other Preferred Qualifications

- a) Must be knowledgeable of traditional approaches to helping Indigenous youth;
- b) Must be knowledgeable of the Youth Criminal Justice System of Ontario;
- c) Must be knowledgeable of agencies/ organizations serving youth in the Brantford area;
- d) Training in ASIST and/ or Mental Health First Aid will be considered an asset; and
- e) Will be indigenous in preference to other applicants.

IMPACT OF ERROR:

Errors in judgment and in the conduct of duties could lead to loss of program funding, poor public relations as well as a loss of public confidence, reduced/inadequate client service, and legal liability to self and Six Nations of the Grand River Social Services.

CONTROLS:

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The Indigenous Community Worker operates within the organizational structure, administrative policies, and procedures established by the Six Nations Elected Council as well as the policies, procedures, and guidelines of the Ministry of Children, Community and Social Services – Youth Justice Services as they relate to the Six Nations of the Grand River Social Services department and its programs and services.

DISCLAIMER

This document describes the position currently available and is only a summary of the typical functions of the position. It is not to be understood as an employment contract. The above job description is not an exhaustive list of the duties, responsibilities, working conditions or skills required for this position. Additional duties may be assigned. Six Nations of the Grand River reserve the right to modify job duties or the job description at any time.

SIGNATURE

This is to acknowledge that I have received a copy of this job description and understand its content.

Signature of Employee

Date

Indigenous Community Worker is committed to a candidate selection process and work environment that is inclusive and barrier free. In order to ensure candidates are assessed in a fair and equitable manner, accommodations will be provided to prospective employees in accordance with the Accessibility for Ontarians with Disabilities Act (AODA), the Ontario Human Rights Code and the Six Nations Council policies.