



193R1-25-5 Gladue Aftercare Worker
Justice, Nation Building

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until filled, for the **Gladue Aftercare with Justice, Nation Building**. 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 are accepted through [My Job Search](#). **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 GAW is responsible for providing case and file management to support Indigenous individuals in following through with the recommendations of their Gladue Report after sentencing, and in some cases at the bail stage. The GAW delivers direct services, develops culturally appropriate healing or release plans, and coordinates timely referrals to programs and services within Six Nations and external providers (Indigenous and non-Indigenous.) The GAW collaborates with Gladue Writers, courts, probation, and parole services to ensure individuals have structured support and community connections. Overall, the position serves as a bridge between the justice system and community resources, promoting healing, and reducing over-incarceration, of Indigenous peoples navigating the justice system.

PURPOSE & SCOPE OF THE POSITION:

Type	Contract
Closing Date	Open until filled
Hours of Work	35 hours per week
Wage	\$57,000 per week

*A competitive compensation package will be offered commensurate with qualifications. *

BASIC QUALIFICATIONS:

- A bachelor's degree in social work, Psychology, Criminology, or Sociology, plus a minimum of two years of relevant experience. Or an accredited college diploma in a Social Services Worker program, with three to five years of professional experience in the field.
- Applicants with a diploma or degree in Community Justice, Social Justice, Indigenous Justice, or another closely related discipline, combined with the required experience, will also be considered.

Small text at the bottom of the page: 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.

- Must have training and experience in Gladue principles, report writing and aftercare support
- Knowledge of the judicial system, Criminal Code, and other related federal and provincial statutes and related court decisions regarding Indigenous individuals.
- Working knowledge of Indigenous cultures, communities, and diversity of nations.
- Experience in program delivery and administration.
- Self-motivated individual with the ability to work with minimal supervision in a team-oriented setting.
- Proven ability working with social agencies from Six Nations or other First Nations
- High Level of Computer Skills: Working knowledge of MS Office Software, (Microsoft Word, Outlook, Excel, Power Point and Publisher)
- Excellent written and verbal communication skills with demonstrated ability to write clear concise letters/reports, and the ability to meet deadlines and other administrative requirements.
- Understanding of how Gladue Reports and Gladue letters are used in sentencing and how to connect clients with appropriate supports.
- Effective crisis intervention skills.
- Ability to engage people to build trust and rapport; effective verbal and listening and communication skills; excellent interviewing and counselling skills.
- Must be able to maintain confidentiality.
- Excellent case and file management skills; stress management and time management skills; ability to meet deadlines.
- Must be dependable, able to follow instructions, respond to management direction and be able to improve performance through management feedback.
- Capacity to solve problems and to see different perspectives. Ability to plan, organize and manage time effectively.
- Excellent organizational, communication skills and an ability to follow through on assigned duties independently with strict deadlines.
- Valid Ontario "G" class driver's license.
- Current, valid vulnerable sector criminal records check.
- Ability to conduct program intakes and interviews.
- Ability to facilitate interventions from a broad spectrum of cases
- Must be a team-oriented player
- Must have favourable criminal record check and vulnerable sector check

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: Online

1. Please visit: [My Job Search](#) 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 includes:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualify you for this position.

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- 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.
3. If you have any questions or need assistance, please reach out to **Kalvin Egan**, HR Business Partner at 519-445-2223 ext. 5721 or via email at HRBP5@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 qualify 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:

193R1-25-5 Gladue Aftercare Worker
c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0

SIX NATIONS JUSTICE DEPARTMENT
Gladue Aftercare Program
Contract Position

POSITION TITLE: Gladue Aftercare Worker (GAW)

REPORTING RELATIONSHIP

The Gladue Aftercare Worker reports to and works under the direct supervision of the A:se: Dwaihwahsrq:nihs (Restorative Justice) program manager.

SCOPE OF THE POSITION

The GAW is responsible for providing case and file management to support Indigenous individuals in following through with the recommendations of their Gladue Report after sentencing, and in some cases at the bail stage. The GAW delivers direct services, develops culturally appropriate healing or release plans, and coordinates timely referrals to programs and services within Six Nations and external providers (Indigenous and non-Indigenous.) The GAW collaborates with Gladue Writers, courts, probation, and parole services to ensure individuals have structured support and community connections. Overall, the position serves as a bridge between the justice system and community resources, promoting healing, and reducing over-incarceration, of Indigenous peoples navigating the justice system.

STATEMENT OF QUALIFICATIONS:

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KEY CORE COMPETENCIES REQUIRED

- Strong cross-cultural competency, with the ability to work effectively with diverse communities and staff. This includes an understanding of varied cultural perspectives, respect for different traditions and values, and the capacity to foster inclusive and collaborative relationships in both community and workplace settings.
- Indigenous Gender-Based Analysis Informed – Understands to incorporate an intersectional approach to gender, race and discrimination and subsequent intergenerational impacts affecting Indigenous people.
- Trauma-Based Practice Informed – Understands to incorporate a trauma-informed approach to recognize and respond to all forms of trauma and the necessity of supporting Indigenous people in a culture of tradition and safety in their healing journey.

ROLE AND RESPONSIBILITIES

- Maintains up to date files that track and evaluate participation and progress in the program.
- Be knowledgeable of and coordinate with community agencies and referral services (Indigenous or Non-Indigenous) to assist community members in meeting immediate and long-term goals.
- Keep apprised of relevant legislation and/or policy changes in relation to the judicial and social services field.
- Ensure that Gladue Report recommendations are met and that the importance of compliance/non-compliance of the Gladue Report recommendations are explained.
- Work with programs to promote a coordinated community member service approach to ensure that needs are addressed.
- Identify gaps and needs to deliver educational workshops and presentations.
- Proposal writing
- Work collaboratively with Gladue Writers to actively participate in program planning, delivery and development.
- Work with all justice personnel to ensure that Indigenous people who come into contact with the law receive equitable and reasonable treatment during the court process.
- Respond to general enquiries regarding the Gladue Aftercare Program's purpose, processes and procedures and/or any other information being requested.
- Respond to correspondence and information requests as required.
- Participate (when appropriate) in case audits, compliance audits, program evaluations and any other specifically designed processes that may be undertaken to assess the effectiveness of the Gladue Service Aftercare Program.
- Knowledge of Haudenosaunee Principles, and how to apply them in a team environment with clients and community members.

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- Knowledge and experience of challenges and issues facing vulnerable, socially excluded individuals.
- Assist restorative justice participants, conduct intakes and conferencing circles (when necessary or applicable)

ADMINISTRATIVE:

- Completes and submit weekly/monthly work plans to supervisor,
- Completes quarterly statistical and activity reports and submits them by the required deadlines.
- Participate in regular supervision meetings and carry out other administrative tasks or reporting requirements as assigned.
- Provides ongoing support and information to community members.
- Maintains documentation, records and systems that are essential components of good case management.
- Will keep the manager apprised of activities on a weekly and monthly basis both verbally and written.
- Will use a strength-based approach, as well as a solution-based approach with clients and staff

EXPECTED STANDARDS OF PERFORMANCE:

- Adhere to the Policies and Procedures as set by the Six Nations of the Gran River Elected Council (SNGREC) and the Six Nations Justice Department (SNJD).
- Represents on committees (as requested by manager) for the enhancement and benefits of the programs.
- Recognizes and respect the boundaries of their responsibilities, ensuring that their involvement remains within the defined scope of practice for this position and does not extend into areas such as legal advocacy or representation
- Maintains clear boundaries in communication with judiciary, lawyers, and other justice system professionals, ensuring interactions remain appropriate to the role and do not interfere with legal processes.
- Networks and promotes the Gladue Aftercare program and all SNJD related programs.
- Accepts responsibility for decisions and actions and seeks supervision when needed.
- Maintains accurate, thorough, and professional records that comply with organizational and funder requirements.
- Maintains good communication and professionalism at all times.
- Follow procedures and practices related to, but no limited to, case management, informed consent, confidentiality and record keeping.

COMMUNICATION AND LIAISON:

- Promote the program within the community and surrounding areas

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- Consistently adheres to the highest standards of professionalism, representing the organization with integrity and maintaining clear, respectful, and effective communication at all times.
- Networks and liaises with other programs and community agencies to strengthen partnerships and enhance services for the benefit of community members.
- Provides statistical reports and recommendations.
- Ensures strict confidentiality is maintained in all interactions with clients and in matters related to organization.
- General understanding of communication procedures within an office setting
- Enhances relationships with education system, justice system, community resources and works in collaboration with existing community base programs and services.
- Foster communication and linkages with community agencies/organizations to improve access and mitigate barriers to services and supports.
- Participates in team approaches to resolving issues, conflicts and problems that may arise in the process of providing services – when appropriate.

OTHER RELATED DUTIES

- Performs other job-related duties as may reasonably be required by the Justice Director, and/or the program manager.
- Will attend and participate in scheduled training as directed by immediate supervisor.

WORKING RELATIONSHIPS

With the A:se:² Dwaihwahsrq:nihs Manager

Receives guidance, discusses plans, priorities to ensure tasks are done efficiently, and effectively; receives direction and supervision.

With Justice Department Staff and other staff

Will cooperate, and collaborate on projects and initiatives, provide encouragement and support to promote teamwork and success, and maintain control and direction through teamwork and leadership.

Will maintain cooperative, respectful, and professional relationships, respecting and valuing diversity in all its forms, including cultural, linguistic, and individual differences, and fostering a culture of inclusivity, empathy, and understanding.

With External Agencies

Will represent and promote the interests of the Six Nations Justice Department in relation to the A:se:² Dwaihwahsrq:nihs and Gladue Aftercare programs, maintaining awareness of legislative, policy, and program changes.

Will seek to develop sound, professional working relationships with stakeholders, promoting the Department's interests and fostering collaboration and cooperation.

With the Public

Represents and promotes the Justice Department program interests of Six Nations Elected Council; works in a courteous, co-operative, positive and proactive manner, provides information as requested.

WORKING CONDITIONS

- Work involves mental stress, requires interaction with the public and staff, subject to deadlines, interruptions, and some unscheduled work hours, and the ability to take direction, and work effectively as a team or independently.
- Involves travel locally and occasionally outside of the community for meetings, training, conferences, etc.

IMPACT OF ERROR

Errors in judgement and in the conduct of duties could lead to loss of credibility, poor public relation, confusion, duplication of effort and misinformation being given to the Director of Justice, Six Nations Council, Government Agencies and the public.

CONTROL

Guiding principles set by the Justice Department and Six Nations Council. Works within the administrative policies and procedures by the Six Nations Council for the Justice Department, and other legislation provided by the respective government.

JOB DESCRIPTION DISCLAIMER

This document outlines the key responsibilities and requirements of the position currently available. It serves as a summary of the typical functions and is not intended to be an exhaustive or definitive list of duties, responsibilities, or skills required. The Six Nations Justice Department reserves the right to modify job duties, responsibilities, or the job description at any time, as deemed necessary.

EMPLOYMENT TERMS

This document is not an employment contract and does not imply a specific term or condition of employment. The department may assign additional duties or responsibilities as needed, and employees are expected to adapt to changing requirements and priorities.