



# Waabnoong Bemjiwang Association of First Nations

## Job Opportunity Jordan's Principle Coordinators (2) – Contract Positions

### **Overview of Responsibilities**

Reporting to the Director of Services, the Jordan's Principle Coordinator is responsible to coordinate services for children and families within the seven First Nation communities who require services in accordance with the Jordan's Principle funded by Department of Indigenous Services Canada. The Jordan's Principle Coordinator will work collaboratively with the First Nations and external services to ensure First Nation children are funded for appropriate services in a way that is reflective of their distinct cultural needs and that meets the children's complex needs.

### **KEY JOB FUNCTIONS**

- To evaluate the services children in care are receiving
- Prepare and document the needs and services for children who require services
- Assist families (on and off reserve) to complete and submit applications for funding
- Ensure program model is implemented in a cultural way
- Meet with service providers and cultural helpers to ensure children's needs are met
- Become knowledgeable with Department of Indigenous Services Canada documentation related to the Canadian Human Rights Tribunal and Jordan's Principle
- Work collaboratively with the internal staff/external agencies & organizations to ensure that all financial claims related to Jordan's principle are processed and managed according to agency policy and procedures
- Provide information sessions/community forums on Jordan's Principle
- Analyze and identify gaps related to children's needs and services
- Prepare reports for Senior Management
- Promote, support and maintain effective working relations with the First Nation communities

### **Knowledge Requirements**

- Knowledge of Canadian Human Rights Tribunal and Jordan's Principle
- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Knowledge of First Nation communities and structures
- Knowledge of local services available to children and families
- Knowledge and understanding of the Child Youth and Family Services Act

### **Vision, Mission & Cultural Sensitivity**

- Must be able to demonstrate knowledge and understanding and a commitment to the Anishinabek Nations' vision to take back jurisdiction in child welfare and increase First Nations' capacity to ensure First Nation children are effectively served by First Nation Child Welfare Agencies
- Must provide effective, efficient and culturally sensitivity of services and demonstrate knowledge and understanding of traditions and the Seven Grandfather Teachings

### **Other Duties**

- Other duties as required and assigned

## **QUALIFICATIONS**

### **Minimum Education**

- Bachelor of Social Work Degree
- Minimum requirement of a college diploma in Human Services

### **Minimum Experience**

- Two (2) years experience coordinating and/or managing social programs and services
- Two (2) years experience working with First Nation children and families involved in child welfare
- Experience working with aboriginal people, organizations and communities

### **Other Requirements**

- Must provide a clear Police Records Check with Vulnerable Sector Check
- Must have a Class 'G' Ontario Driver's License, access to a vehicle and be able to travel
- Must have \$1M automobile insurance

## **WORK SITE LOCATION**

TBD

Please submit a job related resume and cover letter along with three work related references by:  
**November 12/18**

Joanne Koehler, Interim Executive Director  
Waabnoong Bemjiwang Child and Family Services  
940 A Main Street, Dokis First Nation, ON, P0M 2N1

Individuals of First Nation ancestry are encouraged to apply. Preference will be given to Waabnoong Bemjiwang Association of First Nation members and/or First Nation communities involved in this project.

For a detailed job description, contact: [Joanne.Koehler@wbafn.com](mailto:Joanne.Koehler@wbafn.com)