



## EMPLOYMENT OPPORTUNITY

Naicatchewenin First Nation

Invites applicants for a

### Child and Youth Liaison

The Community Based Child & Youth Liaison functions as a member of a multi-disciplinary team establishing service plans to mobilize and coordinate educational supports, resources and culturally responsive system navigation for eligible children and families of Naicatchewenin First Nation (NFN). The position has a primary role in outreach activities to strengthen relationships with Rainy River District School Board, NFN, and Community partners in order to improve educational support and outcomes. This is a full-time position working Monday to Thursday 9:00AM – 4:30PM and Friday 9:00AM – 2:30PM.

#### Duties

- Ensures programs and services build responsive and positive health and mental well-being of the child and family;
- Develops plans of care for clients and their family;
- Assesses child development and/or behavior or attachment relationships between children and their caregiver(s) and strategizing to develop a rapport and engaging “difficult to reach families.”
- Ensures confidentiality and safekeeping of all NFN documents and records;
- Develops and maintains a detailed work plan of activities;
- Develop and maintain accurate, up-to-date and concise work files including documentation and utilization of MUSTIMHW (electronic data system).
- Prepare and submit monthly reports, attendance records, and travel expense claims.
- Bi-Weekly meeting with the members of the Child First Initiative team for the purpose of receiving direction and establishing workload priorities.
- Function as an integral member of a multi-disciplinary team to improve access and mitigate barriers to educational services and supports by:
- Encourage and provide emotional support to parents/caregivers in taking an active role in all decision making regarding their child.
- Strengthens relationships and linkages with NFN, Rainy River School Board, NFN Education and Community partners.
- Ensures transition support between the school and ongoing support to help in resolving issues impacting learning and the achievement of education goals relevant to the individual in collaboration with NFN service providers (e.g. suspensions, special education needs, transitions meetings, and OSR transfers).
- Facilitates access to supports and resources within NFN and Rainy River School Board by providing information and referrals addressing individual needs.
- Provides opportunities for the enhancement and development of positive cultural identities of the children, families of NFN.
- Builds cooperative working relationships with community members, partnering organizations, and other service providers
- Maintains and promotes safety by being a proactive safety leader and by following safe work practices and policies as prescribed
- Performs other related duties as assigned

#### Qualifications:

- Must possess a minimum of a 2 – 3 year diploma in the areas of Child and Youth Care, Social Work, etc. Preference will be given to candidates with a University degree in related field; or an equivalent combination of education and experience will be accepted;
- Familiar with cultural healing practices for families and children;
- Must possess valid driver's license, have clean driver's abstract, and be insurable;
- Must possess or be willing to obtain current First Aid and CPR qualifications as well as courses related to deescalating potentially violent situations;
- Employment is conditional upon successful completion of a vulnerable sector criminal records check;
- Employment is conditional upon successful completion of a drug test;

#### Salary

- Based on qualifications and experience.

Please direct cover letter, resume, and 3 professional references to:

Human Resources Officer

Naicatchewenin First Nation

R.R. # 1, Box 15

Devlin, ON

P0W 1C0

[careers.nfn@bellnet.ca](mailto:careers.nfn@bellnet.ca) (please indicate position in subject line)

**Closing Date for Applications: 4:30PM on Tuesday, December 8, 2020**

Disability-related accommodations during the recruitment process are available upon request