



GICHI OZHIBI'IGE OGAAMIC
ADMINISTRATIVE OFFICE

Employment Opportunity

Position: Gladue Aftercare Worker
Locations: GCT#3 Dryden Office
Salary: Negotiable
Deadline: September 18th, 2020



Job Overview:

Under the direction of the Justice Director Kaakewaaseya Justice Services within Grand Council Treaty #3, the “Gladue Aftercare Worker” is responsible for the effective and efficient casework management and administration of the Gladue Aftercare Program in accordance with all relevant policies and procedures of Grand Council Treaty #3.

The Gladue Aftercare Worker is responsible for providing case management to Anishinaabe citizens who reside within the Treaty#3 territory and who have come in conflict with the law. The Caseworker will assist with the recommendations of their Gladue Report prior to, or upon sentencing.

The Gladue Caseworker will remain independent and neutral to promote harmonious relationships with clients, court staff and community service providers within the Treaty #3 area. The Gladue Caseworker will ensure clients receive support services and provide updates as required on a case by case basis.

Responsibilities:

- Responsible for providing case and file management by assisting Indigenous clients to follow through with recommendations of their Gladue Report upon sentencing;
- Provide direct services, and make necessary referrals to programs and services within the GCT#3, corrections and in the community to ensure the clients receive services in a timely fashion;
- Work in partnership with the GCT#3 Gladue Writers, courts and/or Probation and Parole Services in providing necessary client input and updates as required;
- With prior approval from the Justice Director, promote the program and services of the Gladue Aftercare Program by delivering educational workshops, presentations and promotional materials;
- Respond to general enquiries about the Gladue Aftercare Program’s purpose, processes and procedures and/or any other information being requested;
- Attend Grand Council Treaty #3 staff meetings and provide verbal reports on program updates;
- Complete internal administrative tasks i.e. weekly schedules, time sheets, travel expenses forms and cheque requisition forms.



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- Participate in relevant conferences, training workshops and related courses and meetings for professional development as required or directed by the Team Lead and Justice Director;
- Maintain confidentiality and ensure client files are secured in a locked filing cabinet on a daily basis;
- Keep apprised of relevant legislation or policy changes in relation to the judicial and social services fields;
- Collaboratively work with other members of the Kaakewaaseya Justice Services team to ensure holistic programming;
- During an emergency epidemic/pandemic situation, job duties will be reviewed and reassigned accordingly and
- All other related duties assigned.

Qualifications:

- Preferred Community College diploma, University degree or equivalent in Social Services and/or a minimum of 5 years work in a social or justice services environment.
- Knowledge of the judicial system, Criminal Code, and other related federal and provincial statutes, and related court decisions regarding Aboriginal persons.
- Knowledge of Indigenous culture and experience working with Indigenous persons; understanding of the northern cultural environment; knowledge of an Indigenous language(s) will be considered an asset;
- Experience and knowledge of First Nation issues and the current legal system is an asset;
- Excellent oral and written communication skills and computer proficiency;
- Excellent case and file management skills;
- Assertiveness, self-starter, self-motivated, high degree of professionalism and discretion;
- Ability to work flexible hours and travel, as necessary;
- Organized, punctual and requires little supervision
- Must have a valid driver's licence and a reliable car

Please send resume and cover letter including three (3) references to:

Oluyinka Leigh, HR Manager

Grand Council Treaty #3

P.O. Box 1720, Kenora, Ontario P9N 3X7

Fax: (807) 548-6356

Email: hr@treaty3.ca

Competitive salary and benefits. We thank all those who apply. Only applicants selected for an interview will be contacted. Submission of criminal record check required prior to offer of employment.