



# ***Independent First Nations***

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## **Independent First Nations Child Welfare Advisor (North)**

*The IFN's are seeking a highly motivated and dynamic individual to fulfill the responsibilities of the Child Welfare Advisor (North) on behalf of six IFN northern communities. Round 1 of employment opportunities is open to members of the Independent First Nations (IFN).*

### **Term:**

The IFN Child Welfare Advisor (North) will be hired for a TERM contract position which may extend beyond March 2021. The IFN Child Welfare Advisor (North) will be governed and will adhere to all IFN Policies.

### **Description:**

Under the direction of the IFN Leadership and the oversight of the IFN Intergovernmental Affairs Coordinator the IFN Child Welfare Advisor (North) will work as a Team with the IFN Child Welfare Advisor (South); both Child Welfare Advisors will each assist six IFN First Nations to implement local community and family well-being strategies by providing culturally appropriate prevention services and practices.

The Child Welfare Advisor (North) will work with the IFN First Nation Leadership, Department Managers / Directors, the Child Advocates (Band Representatives), local Family Well-Being Committees and Youth to ensure First Nations maintain jurisdiction and their inherent responsibility to care for their children and youth. This includes a review of current issues impacting First Nation communities such as federal and provincial legislation, policies and practices.

### **Duties and Responsibilities**

1. Establish and maintain cooperative and collaborative working relationships with the IFN Communities in an effort to meet IFN deliverables.
2. Build and maintain partnerships with government ministries, First Nation leaders, Communities and relevant child welfare agencies or organizations.
3. Build collaborative relationships with agencies having similar interests (OACAS/ANCFSAO)
4. Deliver information sessions to the IFN Nation's leadership and technicians outlining current child welfare issues
  - a) The 1965 Indian Welfare Agreement
  - b) Bill C92 & First Nation Child Welfare Jurisdiction
  - c) ISC Child Welfare Reforms: FNCFS and the Band Representative Program
  - d) MCCSS Modernization and the Ontario CFSA 2017
  - e) The 2019 Ontario Special Study (Recommendations and Community Assessments)
  - f) Customary Care Recruiting
  - g) Repatriation Program
  - h) Youth Transitioning out of care and Transitional Homes
5. Develop a work plan with goals, objectives, activities, timeframes and costs

6. The IFN engages, consults with Indigenous Youth in all their programs and services; therefore, the IFN Child Welfare Advisor (North) will encourage youth participation in their workplans, meetings and relevant communications.
7. Organize Child Welfare Information Sessions (North) for Leadership and or designated community personnel or representatives
8. Assist MCCSS System Planning community program training in conjunction with the Child Welfare Advisor (South)
9. Assist the IFN Community Workers with their MCCSS System Planning budgets, workplans and reports
10. Develop an understanding of the First Nation child welfare program and service delivery model
11. Assist First Nations to develop a community consultation process
12. Maintain ongoing communication with the First Nation Leadership, Managers/Directors, Child Welfare Advocates (Band Representatives), including the community at large as required to track progress and activities and outcomes.
13. Maintaining records of all meetings attended, and training delivered or received.
14. Reporting: IFN Quarterly Meeting Reports, ISC and/or MCCSS Reporting and final project report
15. Adhere to all IFN Protocol, Policies and Procedures.

### **Education and Experience**

- Grade twelve (12) or equivalent required
- Post-Secondary diploma/degree in Social Work (BSW); Health, or Social Science
- Demonstrated three (3) years working experience in First Nation child welfare
- Experience reporting to various Federal and Provincial Ministries and/or government departments
- Knowledge and understanding the Independent First Nations and their needs/concerns
- Effective communication skills and computer literacy

### **Knowledge**

- Knowledge of community/social services in Independent First Nation (IFN) communities.
- Able to understand IFN service delivery and reporting requirements.
- Understanding of the operations and functions of the IFN community
- Knowledge of program management principles and strategies, related to various areas such as: service delivery/operations, child welfare designated or pre-mandated services, finances, reporting requirements, IT, human resources.
- Experience with developing and implementing capacity building activities.

### **Analytical, Planning and Organizational Skills**

- Analytical skills to collect document and evaluate information.
- Demonstrated ability to assess strengths of a service department(s) and areas for continuous improvement.



- Demonstrated ability to formulate and present recommendations on a child and youth strategy and capacity development activities for the First Nation.
- Planning and organizational skills to set service department priorities and develop and execute work plans.

### **Communication Skills**

- Ability to create and present clear timelines deliverables in work plans.
- Consulting and training skills to gather information for program assessments, and to conduct information sessions and capacity development opportunities for the IFN departments.
- Effective communication skills to make recommendations to staff, management and leaders within the Independent First Nations.
- Strong writing skills to write policies and procedures and creation of a community-based children and youth strategy for the First Nation.
- Ability to liaise with IFN staff and Child and Youth Community Coordinators

### **Skills & Abilities**

- Excellent oral and communication skills
- Essential computer competencies i.e. Excel, Outlook, Power-point
- Must have a solid understanding of First Nation issues and programs and be politically astute in recognizing the diversity of the First Nations
- Ability to establish priorities, develop action plans, prepare briefing notes/reports on key initiatives impacting First Nations Child Welfare and MCCSS Indigenous Child and Youth Strategy
- Strong writing and reporting skills
- Ability to be creative, conceptual thinking, and relationship skills
- Research and analytical skills
- Ability to take direction under restraint timelines to carry out IFN activities
- Strong understanding of policy, program and evaluation processes
- Ability to work with diverse Independent First Nation Communities
- Ability to maintain a professional public image representing the IFN
- Ability to maintain confidentiality

### **Other**

- Valid Ontario Driver's License and insurable.
- CPIC upon request

**Location:** Via Satellite Office

**Supervision:** Intergovernmental Affairs Coordinator

**Salary:** \$ 55,000.00



**APPLICATIONS OF THIS POSITION MUST INCLUDE:**

1. Current covering letter
2. Current resume
3. Three References (Names of persons to contact, including telephone numbers  
One reference must be your last employer)
4. Copies of your valid driver's license and education diploma(s) and/or certificates

Only those applicants who will be granted an interview will be contacted.  
Thank you for your interest and application for this position.

**CLOSING DATE:** October 7, 2020 at 5 p.m.

**FOR MORE INFORMATION CONTACT:**

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**Late Applications will not be accepted**

