



Administration Office
289 Jubilee Road
Muncey, ON N0L 1Y0
telephone: 519.289.5396
fax: 519.289.5156

Executive Services
279 Jubilee Road
Muncey, ON N0L 1Y0
telephone: 519.289.5396
fax: 519.289.5156

Community Centre
533 Thomigo Road
Muncey, ON N0L 1Y0
telephone: 519.289.2957
fax: 519.289.2883
toll-free: 1.800.298.7137
www.munsee.ca

Employment Opportunity

POSTING DATE: Friday, February 2, 2024 **CLOSING DATE:** Open until filled

Six-month Maternity Leave Position

BAND REPRESENTATIVE

GENERAL DESCRIPTION:

The Band Representative will ensure that the best interests of the children in all court proceedings pertaining to Child Welfare matters are undertaken. The Band Representative is responsible for providing direction, coaching and case supervision all matters pertaining to child welfare protection services ensuring alignment to Munsee-Delaware Nation's policies and procedures as well as the legal framework of the Child and the Child Youth and Family Services Act. Working time will be divided between the office, home visits and legal proceedings in court. This is a leadership role and requires full commitment, which may include being available outside ordinary business hours of work, including evenings, and weekends, and maintaining office hours.

KEY DUTIES AND RESPONSIBILITIES:

- Engagement in a self-reflective, ethical & collaborative practice that is non-judgmental and empathetic and reflects the vision and mission statements of the Munsee-Delaware Nation.
- Incorporation of principles of diversity and equity in responding to the service needs of our children.
- Excellent interpersonal, organizational, time management and problem-solving skills, written and oral communication skills.
- Ability to work and support others in the context of a diverse environment.
- Ability to work independently and as part of a team in a multi-disciplinary environment.
- Be a self-starter, creative and highly motivated.
- Commitment to ongoing personal and professional development.
- Knowledge of community resources and other social service agencies.
- The incumbent must maintain strict confidentiality in performing the duties of Band Representative.
- The incumbent must also demonstrate the following personal attributes, excellent

communication skills, good judgement, analytical skills and Flexible.

QUALIFICATIONS:

1. Bachelor's degree in Juris Doctor (JD) or Legum Baccalaureus (LLB) or
2. Master of Social Worker (MSW) degree or Bachelor of Social Work (BSW) degree or
3. Diploma for Social Services Worker or Police Foundations and
4. Minimum of 2 years working in the social/legal field.
5. Minimum of 4 years working with Child Protection field/court system.
6. Minimum of 2 years working with/for Native Community.
7. Must be reliable, dependable, and committed to confidentiality.
8. Must be willing to work flexible hours and travel is required.
9. Valid Ontario driver's license and reliable vehicle required, and to provide a drivers abstract.
10. Must provide a clear CPIC.

The full job description is available upon request.

INTERESTED CANDIDATES

If you are interested in this exciting opportunity to be a member of a team that is dedicated to service excellence, continuous improvement, and innovative thinking, please apply with your resume and cover letter and three recent work references & other supporting documentation to:

Munsee-Delaware Nation
Attention: Rick Peters, Nation Manager or Human Resources
289 Jubilee Road, Muncney, Ontario N0L 1Y0
In a sealed envelope marked "**Confidential**"

Or

Email to rick@munsee.ca or employment@munsee.ca with the subject line: **BAND**
REPRESENTATIVE

All submissions will be screened according to the above qualifications. Only those selected for an interview will be contacted. A registered member of a First Nation as per Section 16(1) of the Canadian Human Rights Act is a preference.