

# ONEIDA NATION OF THE THAMES

ONEIDA ADMINISTRATION OFFICE  
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## JOB POSTING

**Position:** Band Representative Supervisor  
**Term:** Permanent Full-Time  
**Department:** Band Representatives  
**Division:** Community and Social Services  
**Salary:** Competitive salary range  
**Hours:** 40 hours per week, Monday to Friday, 8:30a.m. to 4:30p.m., must be flexible to align work schedule with program requirements which will include some evenings, weekends, and statutory holidays, on-call duties required

**Posting Date: December 16, 2024**

**Closing Date: January 14, 2025, at 4:30p.m.**

### **JOB SUMMARY:**

The **Band Representative Supervisor** represents the interests of the Oneida Nation of the Thames in relation to the Child, Youth & Family Services Act and other relevant legislation concerning Child and Family Services/Protective Services across Canada and the United States.

This position ensures that a culturally relevant disposition is completed for all cases and exercises our right as a First Nations community to enter negotiations for the provisions of the Oneida Nation of the Thames Band Representative Program.

The Band Representative Supervisor ensures that the team verifies registered and/or eligible to be registered children, youth, and their family, who are involved with the child welfare system know their inherent and legal rights. They must be treated fairly, equitably, and respectfully, and provided with culturally relevant services, resources, and programs aligned with the vision, mission, and values of the Oneida Nation of the Thames. The Supervisor also conducts regular reviews and updates on service provisions, including referrals for collaborative programming needs.

The Band Representative Supervisor will offer mentorship, guidance, support, and direct supervision to the Band Representative program staff.

### **EDUCATION:**

1. A University Degree in Social Work is preferred.
2. Applicants with a College Diploma in Social Service Work or a related field, combined with a minimum of 5 years of child welfare experience, will also be considered.

### **EXPERIENCE:**

1. At least 2 years of experience in child welfare protection or within a social service agency.
2. Proven experience working with First Nations children, youth, and families.
3. Strong knowledge of the Federal legislation, An Act Respecting First Nations, Inuit, and Métis Children, Youth, and Families.
4. Excellent written and verbal communication skills.
5. Strong organizational, time management, and prioritization abilities.
6. Familiarity with the Oneida Nation of the Thames political structure and programs/services available to community members.
7. A valid Class "G" driver's license and a clean driver's abstract are required.

### **MANDATORY DOCUMENTATION WITH APPLICATION:**

1. A cover letter **must** be included with your application addressing the qualifications outlined above.
2. Resume.

### **REQUIREMENTS PRIOR TO STARTING EMPLOYMENT:**

1. The successful candidate must submit a recent Vulnerable Sector Check (completed within a 30-day timeframe), **at their own expense**.
2. The successful candidate must submit a copy of a valid Class "G" Driver's License and a recent driver abstract (completed within a 30-day timeframe), **at their own expense**.
3. The successful candidate must submit a copy of applicable educational qualifications (certificates, diplomas, degrees, etc.).

**Submit all mandatory documentation to [hr.recruitment@oneida.on.ca](mailto:hr.recruitment@oneida.on.ca).**

- Late applications will not be accepted.
- All applications will be screened according to the above qualifications, including a full and complete application as requested.
- **Only those selected for interviews will be contacted.**
- A registered member of a First Nation as per Section 16(1) of the Human Rights Act, is preferred.
- Oneida Nation is committed to workplace diversity and provides accommodations to applicants with disabilities throughout our hiring process. If you require accommodations, please contact Human Resources.

To request a full job profile, contact the Human Resources Department at 519-652-3244 ext. 827 or by email [hr.recruitment@oneida.on.ca](mailto:hr.recruitment@oneida.on.ca).