

JOB PROFILE

POSITION:	Indigenous Child Welfare Advocate
PROGRAM:	Child Welfare
DIVISION:	Unity Team
IMMEDIATE SUPERVISOR:	Unity Team Director
HOUR OF WORK:	9 am – 5 pm, 40 hours per week, includes 1 hour paid lunch
NUMBER OF DIRECT REPORTS:	None

POSITION SUMMARY:	This position will work to protect the rights and well-being of Indigenous children and families involved with the child welfare system. You will act as a bridge between Indigenous communities and child welfare agencies, ensuring culturally appropriate services and promoting the best interests of the child within their community.
QUALIFICATIONS:	<ol style="list-style-type: none"> 1. Social Services Diploma 2. First Nation Child Welfare Advocate Certificate (Anishinabek Educational Institute, an asset) 3. Previous work experience, an asset
REQUIREMENTS:	<ol style="list-style-type: none"> 1. Vulnerable Screening 2. Copy of Driver’s License & Vehicle Insurance (\$1 M liability insurance) 3. Copy of Driver’s Abstract 4. First Aid & CPR Certification, an asset

KNOWLEDGE, SKILLS, ABILITIES and OTHER ATTRIBUTES
<ul style="list-style-type: none"> • Strong knowledge of the Child & Family Services Act and Child & Youth Services
<ul style="list-style-type: none"> • Strong knowledge of the Band Representative role & responsibilities
<ul style="list-style-type: none"> • Excellent communication skills both verbal and written
<ul style="list-style-type: none"> • Skills and ability to mediate
<ul style="list-style-type: none"> • Excellent time management skills and ability
<ul style="list-style-type: none"> • Ability to work alone or in a team environment

POSITION DUTIES, RESPONSIBILITIES & ACCOUNTABILITIES

1. Provide support to families navigating the child welfare system, ensuring their voices are heard and their rights are respected.
2. Act as cultural mediator, helping to bridge the gap between Indigenous cultures and the child welfare system, ensuring cultural understanding and sensitivity.
3. Advocates work towards family reunification when appropriate, providing support to parents and families to address challenges and promote healing.
4. Connect families with relevant community resources, traditional healing programs and other support.
5. At time, advocate to influence policy and systemic changes to better support Indigenous children and families.
6. Raise awareness about Indigenous child welfare issues and promote understanding of Indigenous cultures and perspectives among child welfare professionals.
7. Ensures Indigenous children maintain their cultural identity and connections to their communities.
8. Support Indigenous communities in exercising their jurisdiction over child and family services, promoting self-determination and cultural revitalization.
9. Liaises with related service agencies.
10. Effectively represent the best interest of the child in Child Protection proceedings or hearings
11. Maintaining a strong knowledge of the Child & Family Services Act, the policies and procedures of the Ministry of Children & Youth Services, Customary Care Provision and Kinship Care.
12. Complete and file court forms and attend court proceeding/hearings
13. Ensure contact and meet with the Chief & Council and/or Band Representative with whom the child is a registered band member; ensuring the Band Representative is part of all discussions/communications respecting the child
14. Attend and/or schedule case conferencing; Manage and update all case files and case notes.
15. Schedule and plan meetings, court dates and travel arrangements
16. Meet with family, child welfare workers and lawyer to discuss proceedings
17. Gather evidence, prepare arguments, produce, and prepare witnesses and draft orders
18. Prepare statement outlining position on case proceedings
19. Prepare, respond to, and process legal documents as required by Ontario Court rules and regulations
20. Attend court appearances to provide oral and written presentations on MFN's position
21. Prepare, serve, and file additions or amendments to the member's Plan of Care
22. Prepare for and attend settlement conferences as set out by new Court Rules
23. Accompany child welfare agencies during investigations and home visits.
24. Assist and/or development and implementation of a Service Plan, in which all parties agree regarding family and child welfare services, recommendations for placement, family mediation, access visits, home visits, repatriation, counselling, treatment and cultural support

Employee Signature: _____

Date: _____

HR Manager: _____