

Community Notice



*For
Wednesday
October 26, 2016*



**Nigigoonsiminikaaning First Nation
Requires one part-time
FINANCE ASSISTANT**

Nigigoonsiminikaaning First Nation is seeking a professional, responsible and self motivated individual with strong organizational and communication skills to fill the position of **FINANCE ASSISTANT**. Under the direction of the General Manager, the finance assistant is responsible for assisting with the day to day operations of the finance department including accounts payable and payroll and administrative tasks as assigned.

Qualifications and Requirements for this position are as follows:

1. High School Diploma or equivalent;
2. Post Secondary Diploma or Certificate in Accounting;
3. A minimum of 3 years accounting experience;
4. Knowledge of Nigigoonsiminikaaning First Nation and its culture, traditions and lifestyles;
5. Understanding of the First Nation's Organizational Structure;
6. Must have excellent communication skills;
7. Possess positive interpersonal skills;
8. Must uphold strong work ethics and maintain strict confidentiality;
9. Ability to prepare budgets, review financial statements, reconcile accounts and prepare reports
10. Strong computer skills and experience with Accpac, Excel and Word; and
11. Ability to work under pressure, with minimal supervision and meet deadlines.

Applications must include:

- A covering letter, resume, and three professional references - one of which must be from a current or former supervisor; and
- Written authorization to contact references.

Please Note:

- Salary for this position will be based on qualifications and experience;
- Applications will be accepted **only through mail, e-mail, or hand delivery.**

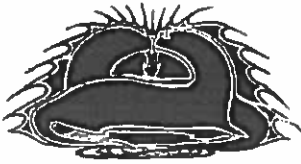
Applications deadline: Thursday November 3rd, 2016 no later than 4:00 PM (CST)

Contact Person: Tanya Mainville, Finance Administrator

Interested individuals should forward their application to:

**ATTENTION: General Manager
Nigigoonsiminikaaning First Nation
PO Box 68
Fort Frances, ON P9A 3M5
Phone: (807) 481-2508
Fax: (807) 481-2511
E-mail: nfngeneralmanager@nigig.ca**

****Please Note: Only those applicants granted an interview will be notified;***



**Nigigoonsiminikaaning First Nation
Requires one full-time (18 month Contract)
MAINTENANCE WORKER**

Nigigoonsiminikaaning First Nation is seeking a professional, responsible and self motivated individual with strong organizational and communication skills to fill the position of **OPERATIONS AND MAINTENANCE WORKER**. Under the direction of the General Manager, the MAINTENANCE WORKER is responsible for assisting with the day to day operations of the maintenance department including water treatment plant operations and other tasks as assigned. This is a contract position for approximately 18 months with possibility of extension.

Qualifications and Requirements for this position are as follows:

1. High School Diploma or equivalent;
2. Valid class G drivers' license in good standing;
3. Previous maintenance experience;
4. Knowledge of Nigigoonsiminikaaning First Nation and its culture, traditions and lifestyles;
5. Understanding of the First Nation's Organizational Structure;
6. Must have excellent communication skills;
7. Possess positive interpersonal skills;
8. Must uphold strong work ethics and maintain strict confidentiality;
9. Must be willing to obtain necessary certifications with Water Treatment Plant Operations
10. Basic computer skills and experience with Explorer, Excel and Word; and
11. Ability to work under pressure, with minimal supervision and meet deadlines.
12. Willing to obtain full Criminal Reference Check if successful applicant

Applications must include:

- A covering letter, resume, and three professional references - one of which must be from a current or former supervisor; and
- Written authorization to contact references.

Please Note:

- Salary for this position will be based on qualifications and experience;
- Applications will be accepted **only through mail, e-mail, or hand delivery.**

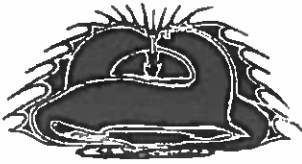
Applications deadline: Thursday November 3rd, 2016 no later than 4:00 PM (CST)

Contact Person: Roger Allan

Interested individuals should forward their application to:

**ATTENTION: General Manager
Nigigoonsiminikaaning First Nation
PO Box 68
Fort Frances, ON P9A 3M5
Phone: (807) 481-2508
Fax: (807) 481-2511
E-mail: nfngeneralmanager@nigig.ca**

****Please Note: Only those applicants granted an interview will be notified;***



**Nigigoonsiminikaaning First Nation
UPCOMING
EMPLOYMENT OPPORTUNITIES**

We will have a few labourer positions to fill with the contractors while they are in community doing the repairs. If you are interested in working please drop off your resume at the band office to Sue Boshey or email sboshey@nigig.ca

We are also updating our files for other casual employment opportunities

If you are interested in working, please let us know

Applications must include:

- A covering letter, resume, and three references - one of which must be from a current or former supervisor; and
- Written authorization to contact references.

Applications deadline: Thursday November 3rd, 2016 no later than 4:00 PM (CST)

Contact Person: Sue Boshey

Interested individuals should forward their application to:

**ATTENTION: Hiring Committee
Nigigoonsiminikaaning First Nation
PO Box 68
Fort Frances, ON P9A 3M5
Phone: (807) 481-2508
Fax: (807) 481-2511
E-mail: sboshey@nigig.ca**

HELP NEEDED!



Halloween Party

We are currently seeking volunteers to assist in some Halloween Party Planning!

Taylor is currently away but will be available to help when she returns!

Please call the band office and leave your name and contact info if you can make yourself available to help.

Miigwech 😊

ATTENTION!

Gym Key!

Just a friendly reminder to all community members that in order to access the gym key; you must first call the band office and reserve the gym with reception.

Secondly, arrangements need to be made with Taylor Windego for the key.

Thank you 😊





LOEDC Photo Contest

We are looking for the best pictures of the community. Winning photos will be turned into large canvas prints to be displayed at the office

*Please send you community photo's to
ecdev@nigig.ca
by November 2, 2016*

*Prizes will be awarded for the top pictures
Judging will take place Nov 3rd.*

FOOD BOX



We are going to start to take Food Boxes orders & pick them up for the month of November for anyone that is interested in buying 1 or 2 food boxes.

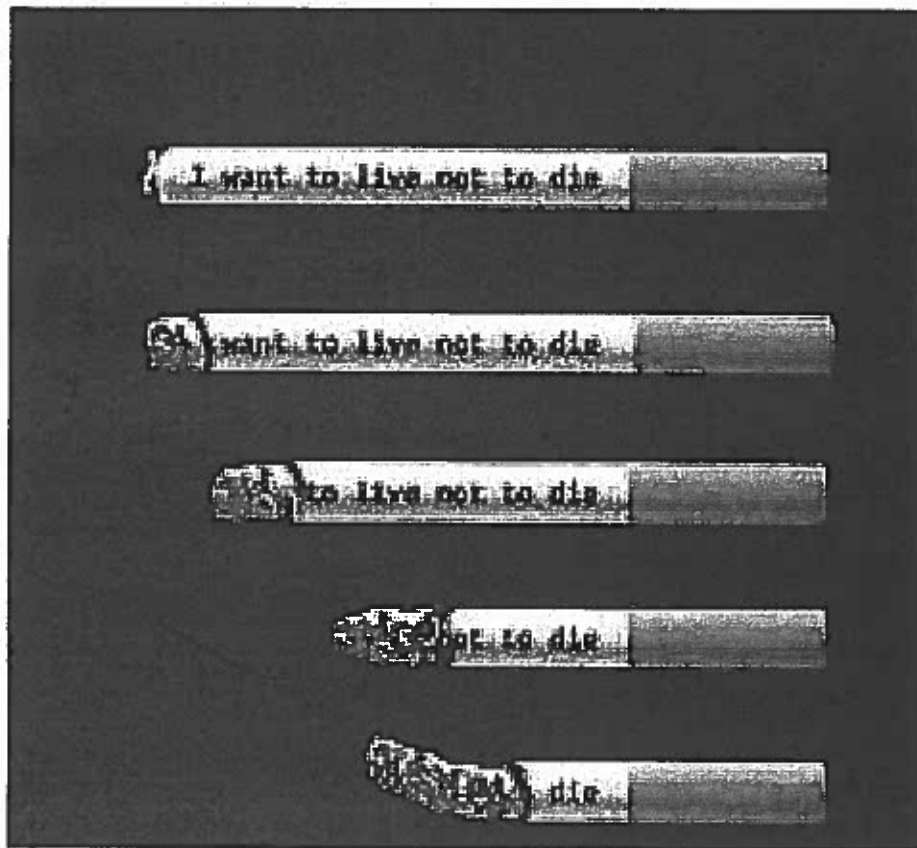
If interested, please sign up and pay \$ 20 at the health station before or by October 30, 2016 at Noon.

On November 16, 2016, Food Boxes can be picked up at our office or you can make arrangements to be dropped off at certain time.

If you have any questions, please call Health Station.

FORMS ARE AVAILABLE @ HEALTH DESK!

From Health Staff



CLOSING DATE: OCTOBER 28TH (FRI)
TOBACCO BANNER DESIGN
CONTEST

Promote Awareness

Fort Frances Tribal Area Health Services would like to encourage all artists to participate in our art contest. Artist must create a poster that promotes healthy use of tobacco, contemporary or traditional use. The winning poster will become our banner to promote healthy tobacco use. So be creative, come up with a unique slogan with your design. All entries must be on an 8 by 11 sheet of paper, in colour or black & white.

The winner will also receive a \$300.00 Walmart Gift Card.

Please submit all entries to Jody or Jessica at BHS. Feel free to drop them off to your community Health Director, or send to our Facebook page.



Fort Frances Tribal Area
HEALTH SERVICES

BANNER DESIGN
CONTEST

The Winner's
design will be
published on a
banner & sent to
all communities
for display and
use.

Prevention

Open to 16+

Judging will be
done by selected
Elders

FORT FRANCES
TRIBAL AREA
HEALTH SERVICES
BEHAVIOURAL
HEALTH OFFICE

601 Kings Hwy.
 Ph: 807 274-2042
 Fax: 807 274-3211



WEECHI-IT-TE-WIN FAMILY SERVICES INC.
Invites applications for the position of



GANAWENDAASOWIN CASE MANAGER
CONTRACT - MATERNITY LEAVE

GENERAL DESCRIPTION

The Ganawendaasowin Case Manager is a full-time, contract position which will work within a culturally competent system of care and as such will acknowledge and incorporate, at all levels, the importance of culture, the expansion of cultural knowledge, and the overall vision of Weechi-It-Te-Win Family Services.

The Ganawendaasowin Case Manager will foster cultural awareness through active participation in an inductive learning process, gaining an understanding of historical trauma and impacts of oppression and how these relate to current issues in Native child welfare. The Ganawendaasowin Case Manager will develop culturally competent practice skills that are congruent to the unique needs of the ten First Nations and to Weechi-It-Te-Win Family Services.

The Ganawendaasowin Case Manager is responsible for providing quality case management for all residents of Ganawendaasowin. The Case Manager will play an instrumental role in the licensing process for Weechi-it-te-win's residential programs by completing all case management functions in a competent and timely manner and ensuring all case records are in compliance with MCYS regulations for operation of a children's residence. The Ganawendaasowin Case Manager is the primary contact person for guardians of all residents

RESPONSIBILITY

The Ganawendaasowin Case Manager reports to the Ganawendaasowin Team Leader.

APPLICATIONS MUST INCLUDE:

- ✓ Cover Letter
- ✓ Resume
- ✓ Three references (dated and endorsed within past 12 months - one of which must be employment related) - must provide written permission to contact references
- Applications submitted without all above required documentation will not be considered
- Only those selected for an interview will be contacted
- Complete job descriptions available upon request

SUBMIT COMPLETE APPLICATIONS TO:

Attention: Human Resources Department
Weechi-it-te-win Family Services Inc.
P.O. Box 812
FORT FRANCES, Ontario P9A 3N1
Phone number: (807) 274-3201 Fax number: (807) 274-8435

DEADLINE TO SUBMIT

November 4, 2016 @ 3:00 p.m.

S2



Weechi-it-te-win Family Services
P.O. Box 812
Fort Frances, ON
P9A 3M3

GANAWENDAASOWIN ON CALL SYSTEM WORKER

GENERAL DESCRIPTION

The Ganawendaasowin On-Call Workers are to ensure safety and provide support to after-hours issues and emergencies. Ganawendaasowin Programs on-call system will be made up of a list of trained On-Call Workers which may or may not include employees of Weechi-it-te-win Family Services. The main responsibility of the Ganawendaasowin Programs On-Call system is to ensure that all reasonable and necessary measures are taken to ensure the safety of residents at both Ganawendaasowin Programs.

DUTIES

The On-Call Worker will act in a supervisory capacity for any problems involving:

- Shift coverage (supervision of youth)
 - AWOLs
 - Visits
 - Emergency medical/dental care of residents
 - Any certain or uncertain Serious Occurrence
 - Any other situation where on-site assistance is required
- The On-Call Worker is responsible to cover all shifts in the event of sickness or no show of casual employees.
- The On-Call worker may contact the Ganawendaasowin Programs Team Leader or Designate for information or guidance as required.

RESPONSIBILITY

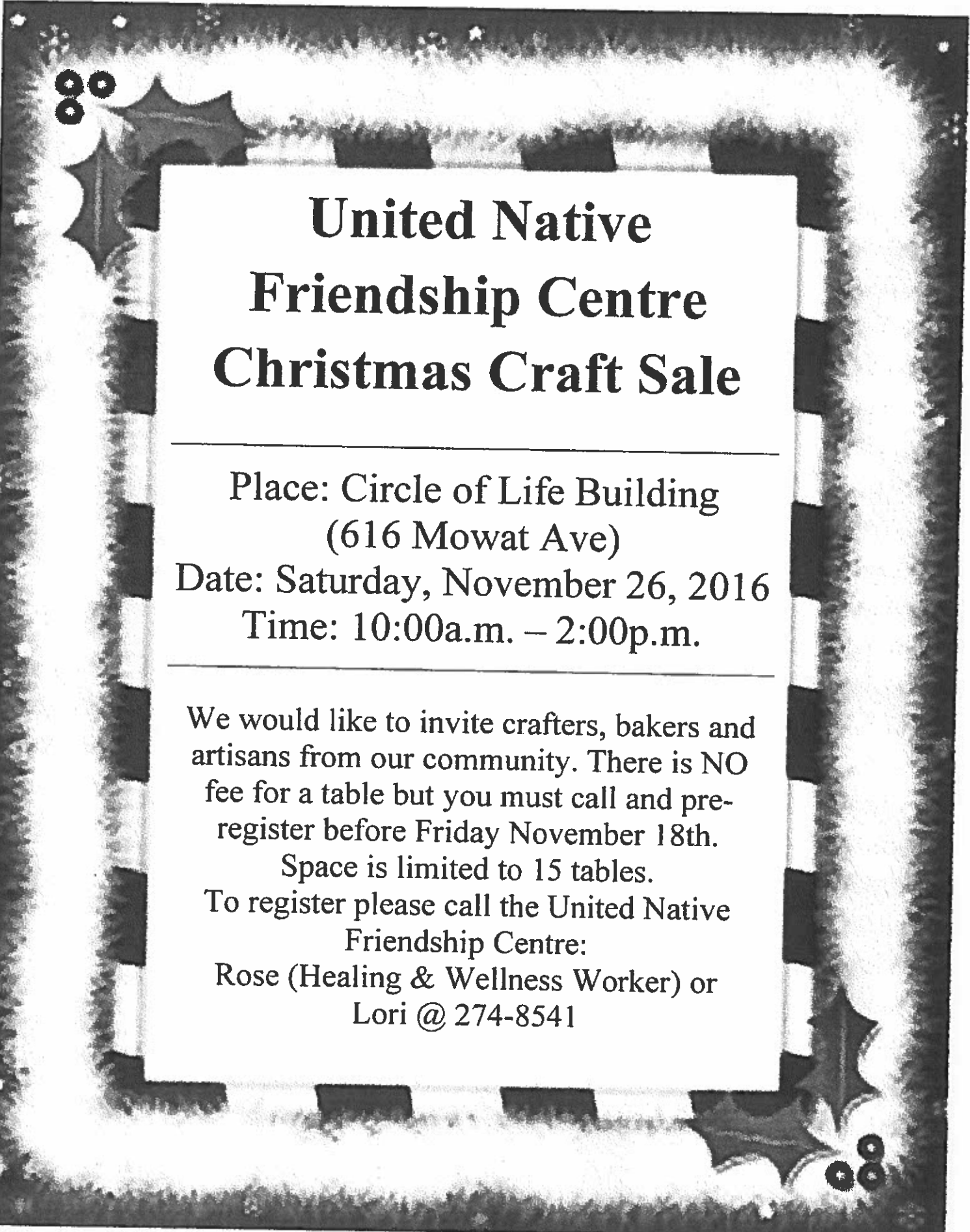
The On-Call worker to attend the Ganawendaasowin Programs during every serious occurrence or serious incident until such a time that the atmosphere is stable and documentation is complete. The On-Call Worker will attend the Ganawendaasowin Program to provide extra support during all high risk situations where the shift leader requests assistance.

QUALIFICATIONS

Previous experience working with youth, previous experience working with high risk youth will be considered an asset.

- Knowledge of Anishinaabe history, customs and traditions
- Experience working in a licensed children's residence.
- Excellent verbal and written communication skills
- Specialized training in crisis response, threat assessment, crisis management.
- Specialized training in
- Prevention Management of Aggressive Behavior
- Completion of a satisfactory Vulnerable Sector Check
- Valid Driver's license and access to vehicle.

COMPENSATION: Ganawendaasowin On-Call Workers will be compensated at \$250.00 per week, plus \$16/hr for every hour on-site at the Ganawendaasowin Programs.



United Native Friendship Centre Christmas Craft Sale

**Place: Circle of Life Building
(616 Mowat Ave)**

Date: Saturday, November 26, 2016

Time: 10:00a.m. – 2:00p.m.

We would like to invite crafters, bakers and artisans from our community. There is NO fee for a table but you must call and pre-register before Friday November 18th.

Space is limited to 15 tables.

To register please call the United Native Friendship Centre:

Rose (Healing & Wellness Worker) or

Lori @ 274-8541