

# *Community Notice*



***For  
Thursday  
October 27, 2016***

# ATTENTION: OW CLIENTS

This is just a friendly reminder that Income Statements were due on the 16<sup>th</sup>.

However, due to it being the month of Halloween; our OW Administrator has extended the deadline until Friday for anyone who has yet to hand in their statement.

Please come on down to the office. The receptionist does have extra copies for anyone who may need one.

Miigwech 😊



**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.**

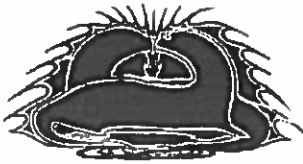
**Applications deadline: Thursday November 3rd, 2016 no later than 4:00 PM (CST)**

**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](mailto: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:**

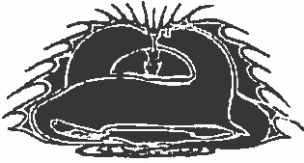
- Salary for this position will be based on qualifications and experience;
- Applications will be accepted **only through mail, e-mail, or hand delivery.**

**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](mailto: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](mailto: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](mailto:sboshey@nigig.ca)**



# 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](mailto:ecdev@nigig.ca)  
by November 2, 2016*

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

# 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 ☺

(Band Office)

MTG TMRW @ 10 AM.

# 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 😊





# 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



**WEECHI-IT-TE-WIN FAMILY SERVICES INC.**  
Invites applications for the position(s) of



**GANAWENDAASOWIN TREATMENT PROGRAM  
TEAM LEADER- (1) POSITION**

**GENERAL DESCRIPTION:**

The Team Leader is a full time position subject to organizational needs and organizational funding. The Team Leader will work within a culturally competent system of care and 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 Team Leader 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 services. The Team Leader will develop culturally competent practice skills that are congruent to the unique needs of First Nations and to Weechi-it-te-win Family Services. The Team Leader is responsible for providing operational guidance, supervision and quality assurance to the Ganawendaasowin Assessment Home and the Ganawendaasowin Treatment Centre. The Team Leader is responsible for ensuring the care and safety of all residents in addition to ensuring compliance with all MCYS regulations for operations of children's residential programs.

**RESPONSIBILITY**

The Team Leader reports to the Director of Nanaandawewenin of Weechi-it-te-win Family Services.

**QUALIFICATIONS**

1. A Bachelor's degree in Social Work from an accredited university or a Bachelor's degree in a related field with training in individual and family counselling;
2. An understanding and appreciation of Anishinabe cultural beliefs, values, norms, ceremony, teachings and a commitment to continue learning, participating and advocating during any opportunity provided by the Agency or Community;
3. Working knowledge of MCYS Children's Licensing Regulations, Child and Family Services Act and regulations, Personal Health Information Act, provincial court procedures and Customary Care Policy of Weechi-it-te-win Family Services.
4. Demonstrated experience in successful supervision of a program.
5. A minimum of 2 years of experience in case management and the provision of counseling and support services for children and adolescents
6. Demonstrated ability to develop quality assurance measures.
7. Knowledge and experience in public speaking and public relations.
8. Experience in administrative procedures such as preparing facility service plans and budget control and financial reports.
9. Demonstrated ability to complete funding reports.
10. Excellent written and oral communication skills
11. Knowledge of various software packages and computer operation.
12. Must submit a satisfactory vulnerable sector check and driver's abstract as a condition of employment;
13. Ability to establish and maintain respectful and purposeful relationships with clients, subordinates, colleagues, other relevant organization and management;
14. Commitment to providing services in ways that respect Anishinabe cultural and spiritual practices.

**Application must include:**

- ✓ Cover Letter – signed and dated
- ✓ Resume
- ✓ Three references (one must be employment related) along with written permission to contact references
- **Applications submitted without all above required documentation will not be considered**
- 1. Only those selected for an interview will be contacted
- Complete job descriptions available upon request

**Submit Applications to:**

**Attention: Human Resource 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 APPLICATION:**

**November 11, 2016 at 3:00 p.m.**



**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.

## *Mukluk/Moccasin Making Class*

**Interested in making your own pair of Mukluks, Moccasin's or women wrap arounds? Then this is the class for you!**

Nancy Jones has committed her time to help youth gain the skills and knowledge on how to make traditional mukluks and moccasins. This class is free of charge to any youth between the ages of 16-24.

Anyone 25 and over that are interested are more than welcome to attend, there will be a one-time 50.00 fee which covers the cost of the leather. This will be a 5 week class on Saturday's from 12-4, starting November 12, 2016 in the Weechi-it-te-win training room.

There are only 20 spots available, once the youth spots have filled up, I will go down the list to anyone outside of the age group.

If you are wanting to add fur or beads, this will be at your own expense.

Anyone interested in attending, please call 274-3201 ext 4019. Or you can email me at [danielle.bruyere@weechi.ca](mailto:danielle.bruyere@weechi.ca). Registration will close Tuesday November 8, 2016





# 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