Position Title:	Band Representative
Classification:	Full-time permanent (upon successful completion of probation)
Salary Range:	$36- $40/ hr (commensurate with qualifications and experience)
Start Date:	October 2026
Location:	Magnetawan First Nation, 10 Highway 529, Britt, ON P0G 1A0
Hours of Work:	Monday to Wednesday 8:00 AM – 5:30 PM, Thursday 8:00 AM- 4:30PM (or as projects and deadlines dictate)

The Band Representative will be responsible for supporting families who are involved with child welfare agencies, both on and off reserve.

Our ideal candidate will have a working knowledge of and respect for Indigenous culture, customs, traditions, and issues. Our ideal candidate will have knowledge of the *Child, Youth and Family Services Act* and understand how it applies to Magnetawan First Nation members. Our ideal candidate will possess in depth knowledge of the *Federal Act* and how it impacts the administration of Indigenous child welfare.

The Band Representative will demonstrate strong advocacy skills while always keeping in mind the best interests of children and the overarching goal of keeping children safe in our community. This position requires excellent written and verbal communication skills and well-developed organizational and time management skills. The ability to assess child protection risk factors, to understand Ministry Standards and to explain the complexities of the child welfare system to families is key to the overall role.

B. Duties and Responsibilities:

- Work with the Prevention Worker to support families involved with child welfare agencies.
- Offer preventative support whenever possible to avoid more intrusive child welfare involvement.
- Present Magnetawan First Nation's interests in Child Protection court proceedings.
- Advocate for maintaining family units, whenever possible.
- Liaise with child welfare agencies to problem solve and safety plan.

- Maintain strong knowledge and understanding of the *Child, Youth & Family Services Act,* the *Federal Act*, and the Ministry Standards.
- Present Customary Care and/or Kinship care over removal of children from their family or origin and/or community whenever possible.
- Maintain cultural knowledge and sensitivity relating specifically to Magnetawan First Nation.
- Maintain good working relationships with other Band Representatives from other First Nation communities.
- Review and/or draft and/or update Protocol Agreements with child welfare agencies.
- Ensure Magnetawan First Nation members are aware of their rights while involved with child welfare agencies.
- Attending home visits, investigations, parenting time contact, and any other relevant meetings between community members and child welfare agencies.
- Provide culturally appropriate support to families to promote autonomy, health, wellness and safety.
- Identify community/family support for child placement options.
- Engage with Magnetawan First Nation's general child welfare counsel on all courtinvolved matters.
- Promote Alternative Dispute Resolution models whenever possible.
- Build a resource base both on and off reserve.
- Travel to families who require Band Representative support off reserve.
- Understand Jordan's Principle and the application process.
- Assist families with Jordan's Principal applications and/or connect families with Jordan's Principle Navigators.
- Develop a work plan for the fiscal year and regularly evaluate the plan throughout the year to promote program success.
- Understand the Band Representative funding source(s) and budgeting needs.
- Draft all necessary fiscal reports on time.
- Adhere to all policies and procedures of Magnetawan First Nation; and
- Maintain confidentiality.

C. Qualifications:

- Minimum of a post-secondary diploma in the areas of Social Services, Child & Youth Work, or any other relevant field of study.
- Minimum of four (4) years of work experience in Indigenous child welfare or relevant field.

D. SPECIAL REQUIREMENTS

Confidentiality: The incumbent must maintain strict confidentiality in performing the duties. The incumbent must adhere to the Magnetawan First Nation Personnel Policy.

Travel: On occasion, some travel may be required. Valid drivers licence is required. Often, travel may be required on minimal notice.

Training: The incumbent must be willing to participate in professional training/conferences to develop and maintain knowledge, skills, and expertise necessary to achieve positive results.

After Hours & Weekends: The incumbent must be willing to answer calls and e-mails after hours and on weekends.

Flexible Hours: The incumbent must be able to work flexible hours, including evenings and weekends.

Vulnerable Sector Check: The incumbent must provide a vulnerable sector check.

How to Apply: Interested applicants may apply, in confidence, by sending a cover letter, resume, photocopy of education diploma by fax, mail, hand deliver or email to:

Magnetawan First Nation
10 Hwy 529 Britt,
ON
P0G 1A0
E-mail: recruiter@magfn.com