



Wahnapiatae First Nation

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CAPREOL ONTARIO P0M 1H0

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www.wahnapiataefirstnation.com

JOB DESCRIPTION

JOB TITLE:	Jordan's Principle Navigator
LOCATION:	Wahnapiatae First Nation
REPORTS TO:	Health Director
TERM:	1 Year with the possibility of an extension

POSITION SUMMARY:

Under the supervision of the Health Director, the Jordan's Principle Navigator supports Wahnapiatae First Nation by addressing existing access gaps for services for children and their families through the Jordan's Principle Child First Initiative.

RESPONSIBILITIES:

- Completing and submitting group requests and individual applications, and monitoring applications.
- Creating support letters, gathering support letters, invoices, and community member consent for individual and group requests.
- Preparing and submitting monthly activity reports, developing, and submitting a detailed yearly work plan, with goals, objectives, and key indicators of success.
- Supporting a child and family-centered approach to coordinating and connecting services to appropriate JP funding.
- Advocating/communicating with JP Representatives around current needs, changes in JP eligibility, and service eligibility.
- Working collaboratively, including consultation, with all staff to proactively identify children with unmet needs to facilitate early intervention and timely access to services and resources
- Collaborating with Learning and Development to develop, coordinate, and deliver JP information sessions to staff.
- Other duties as assigned.

QUALIFICATIONS:

- College Diploma or degree in a related field – Social Service Worker, Children/Youth Worker, Developmental Services Worker, Child Development Practitioner

- Two (2) years' service delivery experience working with Aboriginal children, families, organizations, and communities
- Pass a Vulnerable Sector Police Record Check
- Respect for, sensitivity towards as well as knowledge and understanding of the First Nation culture
- Knowledge of Jordan's Principle program and service framework
- Excellent interpersonal and communication skills
- Must have a valid driver's license

Interested individuals may apply, by email only, quoting the job title within the subject of the email.
Please forward your application to:

Wahnapitae First Nation
recruitment@wahnapitaefn.com

Anishinabek and First Nation members are encouraged to apply. We thank all applicants for their interest, however, only those interviewed will be contacted.