

SERPENT RIVER FIRST NATION

195 Village Road
Cutler ON P0P 1B0



Telephone: (705) 844-2418
Facsimile: (705) 844-2757

Job Opportunity COMMUNITY JUSTICE COORDINATOR Contract – 10 Months

Summary of Position

The Community Justice Coordinator is responsible for developing the community justice program in order to ensure the program is effective and meets all community justice requirements; implementing and managing the program, maintaining a Community Justice Committee; researching and advising on community justice models and options; and managing community justice funding. The Community Justice Coordinator reports to the Director of Operations.

Qualifications

Education

- Post-secondary diploma in law and justice, social services, and/or related field.

Experience

- Three years case management experience
- Program planning, development, monitoring, and evaluation.
- Collaboration and Integration Network Environment
- Community consultation facilitation
- At least two years' experience working in Anishnaabe justice in Ontario

Knowledge

- Good knowledge of justice system and current practices
- Knowledge of relevant criminal court procedures, criminal code and the Youth Criminal Justice Act
- Demonstrated community development experience
- Knowledge of computers and various applications (including Microsoft Word, Excel, database software such as Access, and electronic communication tools, such as Microsoft Outlook, ACCPAC (accounting software))

Skills

- Excellent written, oral communication skills including proposal writing
- Ability to work independently and in a team environment
- Good interpersonal and presentation skills
- Ability to be creative, flexible and adaptable
- Financial, budgeting
- Experience working in a First Nation
- Ability to speak Ojibway would definitely be an asset

Ability

- Use of own Vehicle
- Ability to travel
- Clear criminal reference with vulnerable sector check
- Must sign and maintain oath and confidentiality

Salary

- According to budget allocation, possibly leads to full time status.

Application Closing Date: Wednesday, June 13th, 2018 , 2018 at 4:00 pm

Interested applicants must submit a cover letter, resume, and three work related references:

Director of Operations
Serpent River First Nation
195 Village Rd - Cutler, ON P0P 1B0

Phone: 705-844-2418 Fax: 705-844-2757
Email: brendarivers.srfn@ontera.net

Miigwech to all who apply only those selected for an interview will be contacted.

Our Vision *Serpent River First Nation will have self-sufficient people within a community of caring and compassionate families.*

Our Mission *Serpent River First Nation will use all available financial, human, natural, technological and cultural resources to achieve self-sufficiency through the efforts of all Community Members. Our strong and unique cultural and spiritual identity will drive us to ensure a healthy community that is safe and secure for all generations.*