



Minwaashin Lodge

Indigenous Women's Support Centre
2323 St. Laurent Blvd.
Ottawa, Ontario K1G 4J8
www.minlodge.com

JOB POSTING

Part time (3 days/week)

Family Support Worker (female)

(Relying on Provisions of Section 23 of the Ontario Human Rights Code)

Minwaashin Lodge - Indigenous Women's Support Centre is a non-profit charitable agency serving First Nations, Métis, and Inuit women, youth and children. We are a multi-service agency committed to the healing and wellness of our community. We provide culturally specific programming for children, youth, women, and families.

Start Date: Immediately
Position reports to: Shelter Director – Oshki Kizis Lodge
Work Conditions: Located in an office setting; very low/low risk environment

Salary: To commence with experience

SUMMARY:

The Family Support Worker is assigned to Oshki Kizis Lodge and reports directly to the Director of the Lodge. The Family Support Worker will provide support, community referral, and advocacy for First Nations, Inuit and Metis women and children who are homeless and/or fleeing abusive life situations.

PRIMARY RESPONSIBILITIES:

- To provide support, advocacy and safety planning to your in-house resident caseload.
- To bridge clients to other community services providing referrals to legal, financial, housing, employment, educational upgrading, training, parenting support, counseling, health and wellness services, court support, and any other healing services deemed appropriate.
- To assist families with housing, furniture acquisitions and departure planning.
- To act as a resource person for other staff members.
- Other duties as assigned by the Director that are within the specifications of the Family Support Worker position.
- To participate in a process of supervision and in performance evaluations with the Director of Oshki Kizis Lodge.
- To maintain client, program, statistical and Agency records in compliance with policies and procedures and operating regulations, and to ensure confidentiality as required by these policies and by legislation.

- To actively participate in training and professional development activities relevant to the position as approved by the Director.
- To participate in Oshki Kizis Lodge and Minwaashin Lodge meetings as required.
- To ensure that the Seven Grandfather Teachings are followed when interacting with all peoples.

QUALIFICATIONS:

- Post-secondary education or equivalent experience, with at least 2 years' experience working with an urban Indigenous community.
- Knowledge of the Indigenous and non-Indigenous service system in Ottawa-Carleton area.
- Knowledge of programs and supports offered throughout the Ottawa region.
- Excellent knowledge of the intergenerational impacts of residential schools.
- A strong analysis of the sex trade, homelessness and substance use amongst First Nations, Inuit & Métis women.

EMPLOYER PREFERENCES:

- Preference will be given to qualified First Nations, Métis, or Inuit candidates.

EMPLOYER REQUIREMENTS:

- Current Criminal Records Check
- Valid CPR/First Aid
- Must have a valid driver's license and a clean driving record
- Own vehicle with 2 million liability an asset
- Excellent verbal and written communication skills
- Excellent computer skills
- Evening and weekend work required.

To apply:

- Applicants are asked to submit a resume and cover letter with 3 references to – Kate Holden, Minwaashin Lodge, #100 – 2323 St. Laurent Blvd. Ottawa, ON K1G 4J8 or email to: kholden@minlodge.com
- **Closing date: Until filled**

We thank all those that apply, however, only those invited for an interview will be contacted. No phone calls please.