



Assembly of Manitoba Chiefs
EMPOWERING OUR NATIONS

Professional Employment Opportunity

Family Mentor

Position Summary

Under the supervision of the First Nations Family Advocate, the Family Mentor will work directly with First Nations Families who have or had cases with the provincial Child & Family Services, and to assist families in seeking supports to ensure spiritual, physical, mental and emotional needs are being met.

Key Responsibilities

- Establishes relationships with families, and clients and maintains regular contact;
- Provides advice and supports to families to help build personal, and social support systems;
- Serves as a resource to families who need assistance in meeting essential needs;
- Supports FNFAO teams to meet the needs of clients;
- Supports case planning, and case management of FNFAO clients to ensure goals are being met;
- Provides ongoing communication with families, and staff within the FNFAO;
- Maintains monthly and statistical reports in the office database system;
- Incorporates culturally appropriate intervention skills, and teachings;
- Creates, coordinates and presents various life skills workshops;
- Other duties as assigned.

Qualifications

Education & Experience

- Grade 12 education is required, college or university education is preferred;
- Knowledge of First Nations people, and Nations;
- Knowledge of First Nations issues related to the child welfare system, and health services;
- Knowledge of management, organizational and planning principles;
- Ability to communicate effectively, both orally and in writing including presentation skills;
- Excellent interpersonal skills and ability to work co-operatively as a part of an interdisciplinary team of professionals;
- Demonstrated problem solving and organizational skills;
- Demonstrated ability to work independently with minimal supervision;
- Proficient in using Microsoft office - Word, Excel, Power Point and Outlook;
- Adhere to AMC policies and procedures with specific attention to attendance, and professional ethics;
- Possesses a valid Class 5F Driver's License and vehicle, work flexible hours, and travel upon request.

Interested applicants are invited to submit their cover letter identifying the position title applying for, qualifications, and resume, along with 2 professional reference listings (include a most recent employer reference) by 4:00 p.m. Tuesday, March 17th 2020 to:

Miranda McIvor, Human Resource Administrator

Assembly of Manitoba Chiefs
3rd Floor, 275 Portage Avenue, Winnipeg, Manitoba R3B 2B3
Email: hr@manitobachiefs.com

We thank all who apply and advise that only those selected for further consideration will be contacted. No phone calls will be accepted. Preference will be given to Indigenous people and applicants are asked to self-declare in their cover letter or resume. Incomplete and late applications will not be considered. Successful candidates must provide satisfactory criminal and child abuse registry checks.

Please visit our website at www.manitobachiefs.com