



# *Manitoba Keewatinowi Okimakanak Inc.*

**Head Office**

Nisichawayasihk Cree Nation  
Nelson House, Manitoba  
R0B 1A0

[www.mkonation.com](http://www.mkonation.com)

**■Thompson Sub-Office**

206-55 Selkirk Avenue  
Thompson, Manitoba  
R8N 0M5

**Winnipeg Sub-Office**

102-1700 Ellice Avenue  
Winnipeg, Manitoba  
R3H 0B1

## **Employment Opportunity**

### **MKO COMMUNITY JUSTICE WORKER**

**Location: Shamattawa First Nation**

**Position Open Until Filled**

The Community Justice Worker (CJW) will be an employee of Manitoba Keewatinowi Okimakanak Inc. (MKO) as part of the First Nations Justice Strategy (FNJS), which is a partnership between MKO, the Province of Manitoba and the Federal Justice Departments. The FNJS works to improve the current Justice System for MKO First Nation communities by providing alternatives and initiatives to the implementation of justice. These alternatives will be provided through a Restorative Justice approach which are both culturally sensitive and appropriate.

The CJW networks with a variety of internal and external resources that will promote personal growth, healing and reconciliation for both the individual(s) and victim(s) of crime. The CJW will work with their respective community leadership by providing these alternatives that will help restore Balance, Harmony, and Peace within the community based on Traditional Indigenous Beliefs, Values, Culture and Teachings.

#### **Duties and Responsibilities:**

- Work under the supervision of the MKO Justice Programs Manager(s) or designate.
- Manage Pre and Post Charge Diversions, Referrals from the Court, Crown or Police
- Review and assess all referrals/diversions for suitability/eligibility for Participation in the FNJS
- Regularly update the Crown, Court and/or Police with regards to the status of the referred matter(s)
- Advise the Crown/Court and/or Police of all successful/unsuccessful diversion completions
- Attend training and deliver programming in the areas of Family Violence, Anger Management, peace-making, conflict resolution, mediation and any other as required
- Perform daily case management duties and maintain a proper filing system
- Provide written reports to the MKO Program Manager(s) on the status of all client referrals/diversions for tracking and statistical recording purposes
- Network with local and external resources as required
- Adhere to confidentiality with regards to client records and programs, and advise the Program Manager(s) immediately of any conflicts of interests that may arise
- Attend Court sittings regularly and develop on-going working relationships with the Crown, Defense and Police and any other referral source(s)
- Participate in ongoing professional development and training as provided by MKO
- Work with the Justice Portfolio Councillor in maintaining or establishing a Justice Committee and providing updates in the area of Justice to Chief and Council
- Follow through with any recommendations of the Justice Committee, elders, etc., which can include sharing circles, sentencing circles, peace-making process, mediation, conflict resolution and any other as recommended
- Compliance with all policies, procedures, by-laws and directives of the First Nation Community/Leadership
- Perform all other duties as assigned

#### **Qualifications:**

- Minimum Grade 12 Diploma or equivalency
- Fluency in Cree, Dene, Oji-Cree, or any other Indigenous language within the MKO region is preferred
- Strong initiative and ability to work independently and as a team member

- Strong verbal and written communication skills
- Proficient computer skills and the ability to use Microsoft Office, Word, Excel, Power Point and Outlook
- Knowledge of issues relating to Justice and Policing related to First Nations as well as restorative justice practices
- Possess a valid Manitoba Drivers license and access to a reliable vehicle
- Must have the ability to travel to various MKO communities as required, and work flexible hours
- Criminal record, child abuse and vulnerable sector checks are required
- Experience working in Indigenous or northern communities

**Salary:** Up to \$50,000/annually, dependent upon qualifications and experience

Interested applicants are invited to submit a cover letter, resume, and two (2) references to:

Shawna Flett at [employment@mkonorth.com](mailto:employment@mkonorth.com)

We thank all applicants, only those applicants considered for further review will be contacted.

*Incorporated in 1981 as the Manitoba Keewatinowi Okimakanak (MKO). MKO is a non-profit, political advocacy organization that provides a collective voice on issues of inherent, Treaty, Indigenous, and human rights for citizens of the 26 sovereign First Nations we represent. The MKO First Nations are signatory to Treaties 4, 5, 6, and 10.*