



Manitoba Keewatinowi Okimakanak Inc.

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Suite 102-1700 Ellice Avenue
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EMPLOYMENT OPPORTUNITY **Community Justice Worker** **Full Time Position** **Location: Thompson, MB**

The Community Justice Worker (CJW) will be an employee of Manitoba Keewatinowi Okimakanak Inc. (MKO) as part of the First Nations Justice Strategy (FNJS). The FNJS focuses on providing personalized support to Indigenous individuals through one-on-one services and supports referred for diversion by the courts or law enforcement. The CJW will manage and facilitate the diversion process, ensuring that members have access to the necessary resources and services. These alternatives will be provided through a Restorative Justice approach which are both culturally sensitive and appropriate.

Duties and Responsibilities

- Work under the supervision of the MKO Justice Programs Manager or designate.
- Manage Pre and Post Charge Diversion Referrals from the Court, Crown or Police.
- Attend court sessions to support clients and speak on behalf of clients.
- Provide updates to the Crown, Court and/or Police with regards to the status of the referred matter(s) and 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.
- Assess referrals for appropriate programming for clients.
- Provide program delivery and personalized supports to clients to ensure the successful completion of their diversion requirements.
- Arranging for culturally appropriate supports for clients, including access to Elders or Knowledge Keepers.
- Make referral and advocate for clients with other service providers.
- Perform daily case management duties, maintain a proper filing system, and database entries.
- Provide written reports to the MKO Program Manager on the status of all client referrals/diversions for tracking and statistical recording purposes.
- Develop, liaise, support and maintain local and external resources as required.
- Adhere to confidentiality with regards to client records and advise the Program Manager immediately of any conflicts of interests that may arise.
- Attend Court sittings regularly and develop on-going working relationships with the Crown, Defense, Police, and any other referral source(s).
- Participate in on-going professional development and training as provided by MKO.
- Work with the community Justice Portfolio Councillor in maintaining or establishing a Justice Committee.
- Provide updates in the area of justice to Chief and Council.
- Will seek the support of the Community Justice Committee, Elders, etc., for the purpose sharing circles, sentencing circles, peace-making process, mediation, conflict resolution, or other recommendations.
- Comply with policies, procedures, by-laws, and directives of the First Nation Community and Leadership.
- Perform all other duties as assigned and to support MKO programs and nations.

Education and Experience

- Minimum Grade 12 Diploma or equivalency and/or an equivalent combination of education and experience.
- Knowledge of the Criminal Justice System and Correctional Service Systems.
- Knowledge of historic and current forms of colonialism, systemic discrimination, and barriers facing First Nation communities and peoples.
- Knowledge of current issues relating to justice and policing and First Nations Communities and Peoples, as well as restorative justice practices.
- Fluency in Cree, Dene, Anisininew, 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.
- Self motivated with strong organizational and time management skills.
- Excellent decision making and problem-solving skills.
- Proficient computer skills and the ability to use Microsoft Office, Word, Excel, Power Point and Outlook.
- 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 First Nation or Northern communities.

Salary is dependant upon qualifications and experience

Interested applicants are invited to submit their cover letter identifying the position applying for and resume, along with 3 professional reference listings (include a most recent employer reference) by 4:00 p.m. on April 14, 2025 to:

Human Resources at employment@mkonorth.com

We thank all who apply and advise that only those selected for further consideration will be contacted. Preference will be given to qualified First Nations applicants; applicants are encouraged to self-declare in their resume or cover letter. No phone calls will be accepted.

Incorporated in 1981 as the Manitoba Keewatinowí 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.

Please visit our website at mkonation.com