



Manitoba Keewatinow Okimakanak Inc.

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EMPLOYMENT OPPORTUNITY

Jordan's Principle Case Manager

Two (2) Full Time Positions – Thompson, Manitoba

Under the direction of the Jordan's Principle (JP) Coordinator, the JP Case Manager, is responsible for providing delivery support services to the Jordan's Principle clients of MKO First Nation members. The JP Case Manager will establish a safe atmosphere for the clients that require extra support and are at risk due to social, cognitive, medical or home situations. The JP Case Manager will be involved in the various activities dependent on the needs of the MKO First Nations communities in which they are supporting. The JP Case Manager will guide and assist other program mentors, casual supports, and contractors to ensure clients goals are met. Utilizing and connecting with the other FFNS team members and Internal MKO programs to best serve the clients needs. The Jordan's Principle Case Manager provides leadership, guidance, coaching, mentoring, support, and regular supervision of all FFNS mentors, contractors and casuals supports. Assist the Director to meet all requirements of reporting to ISC to ensure flow of ongoing funding supports. Assist the Director and Coordinators to ensure their efforts are in alignment with the MKO FFNS strategic planning, budget, policies, and procedures.

Roles and Responsibilities

- To ensure that indigenous children, youth and families receive equitable access to services and supports in all aspects of health care, education and social services.
- Planning and Program Development to meet the needs of the Jordan's Principle clients.
- Have the knowledge and ability to navigate the four funding streams for eligible activities for Jordan's Principle.
- Identifying whether the child, youth and families fits the criteria to apply for coverage.
- Assessing what services and supports can be covered.
- Working knowledge mental health services and other community resources available for the clients.
- Excellent planning and organization, problem-solving, decision-making, interpersonal, and leadership skills.
- Working knowledge of group dynamics supported with working knowledge in consultation and conflict resolution techniques.
- Take direction and work with the policies, procedures, and guidelines, mission statement, and core values of MKO.
- Build positive relationships with youth, families, parents, and caregivers helping to identify personal strengths to promote growth, self-worth, and a sense of belonging.
- Navigates and identifies culturally responsive strategies and interventions as part of youth healing pathway.
- Works collaboratively with Elders and Knowledge Keepers to develop and facilitate cultural appropriate programming to pass on traditional knowledge and cultural practices, strengthening the youth's bond and connection within their families and communities.
- Navigates access to existing supports and resources in the community, such as education resources, income security, housing supports, employment services and training, health and mental services, legal services, etc.
- Ensure systems are in place for effective collaborative services to clients.
- Ensure confidentiality and safekeeping of all client and organizations documents and records.
- Ability to flex daily work hours determined by the FFNS Director.
- Generate regular reports for internal and external stakeholders to demonstrate program effectiveness and client success stories.
- MKO is political advocacy organization that works to represent the leadership and member First Nations. All staff at MKO may be given other duties as assigned that enable MKO to fulfill the mandate and responsibility to its member communities.

Education and Experience

- Certificates or experience within communications, client assessments, life coaching and mental health required
- Bachelor's degree in social work, psychology, counseling, or a related field would be considered an asset.
- Ability to understand and demonstrate instructions, policies, and procedures.
- Ability to lead, mentor and motivate others towards learning.

- At least (2) years of front-line service delivery of client service delivery.
- Willing to learn and practice the administrative structure and operations of MKO including the service delivery model, policies, procedures, and guidelines.
- Working knowledge mental health services and other community resources available for the clients.
- Knowledge of the structure and operations including the member First Nations, external services, and service agencies in the area.
- Demonstrate ability to influence and facilitate community group decision-making processes through knowledge, ideas, and service delivery experience.
- Extensive experience designing, planning, and delivering training workshops.
- Ability to establish and maintain purposeful relationships with clients, First Nation partners, subordinates, colleagues, and other organizations and management.
- Knowledge of First Nation issues to child welfare.
- Must be able and willing to work in partnership with First Nations families, elders and communities to provide best practice for First Nations children and families.
- Proven knowledge of theories of human behaviors and family systems with the proven ability to apply social work theories in assessments, planning and implementation (action), measure and monitor to ensure competence and excellence of the provision of services.
- Strong commitment of helping MKO children, youth and families who require services in ways that respect the MKO diverse cultural and spiritual practices.
- Commitment to providing service in the MKO context of extended family and community involvement.
- Excellent planning and organization, problem-solving, decision-making, interpersonal, and leadership skills.
- Working knowledge of group dynamics supported with working knowledge in consultation and conflict resolution techniques.
- Ability to take direction and work with the policies, procedures, and guidelines, mission statement, and core values of MKO.
- Excellent oral and written communication skills.
- Working knowledge of Microsoft Office programs and internet.
- Knowledge of at least one Indigenous language or able to understand would be an asset.
- Always maintains a friendly and open demeanor.
- Demonstrates knowledge of MKO.
- Demonstrates ability to think creatively.
- Demonstrates solid organizational skills.
- Is capable of remaining calm and polite when dealing with frustrated or upset clients.
- Demonstrates ability to learn quickly.
- Works well with a team.
- Must be willing to authorized child abuse registry and drivers abstract.
- A current Criminal Records Check and vulnerable persons check must be provided.
- A valid class 5 driver's license is required and a willingness to travel when required.

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 August 8, 2024** 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