



# Child Wellbeing Advocate (X2)

Reporting to Child & Family Wellbeing Manager

**Child & Family Wellbeing Department/Health & Social Services**

**PERMANENT  
FULL-TIME @ 35 HOURS  
PER WEEK**

**Normal Work Hours:**  
Monday – Thursday:  
8:15am to 4:30pm  
&  
Friday:  
8:15am to 1:15pm

**\*flexing of hours  
and “on-call” shift  
coverage will be  
required\***

**Salary:**  
Start Rate - **\$32.07 to  
\$34.77 per hour\***

\*While Alderville First  
Nation Salary Grid will  
apply – **start rate will be  
commensurate with  
experience.**

**Benefits:**

- ✓ Paid Vacation!
- ✓ Paid time off over  
Holiday Shutdown!
- ✓ 14 Statutory  
Holidays!
- ✓ Paid Sick Leave!
- ✓ Group Health &  
Dental Benefits  
including Long-term  
Disability (LTD) and  
Employee Family  
Assistance Program  
(EFAP)!
- ✓ Pension Plan with  
Employer Match!

**JOB SUMMARY:**

The *Child Wellbeing Advocate*, acting as the First Nation Designated Person (FNDP) is a highly motivated individual with exceptional advocacy skills, possessing critical knowledge of the *Child, Youth and Family Services Act (CFYSA-Ontario)* as it relates to Indigenous children (Part X). They act on behalf of Alderville First Nation (AFN) as a party under the *CFYSA-Ontario* to advocate for the best interest of the children who are members of AFN or are eligible to be members of the First Nation, to ensure the rights of First Nation children and their families are respected and that they are included in planning for children deemed in need of protection.

**KEY JOB FUNCTIONS:**

- Effectively presents AFN’s interests in Child Protection proceedings or hearings, involving children of Alderville First Nation to protect the collective best interest of AFN child(ren) both on and off reserve.
- Ensures effective delivery and monitors practices guided by relevant strategies in accordance with AFN’s Comprehensive Community Plan to safeguard the children, who are members of AFN and who are involved with Welfare Agencies have their rights to their own culture and community protected and upheld.
- Provides support, advocates to maintain family units, advocates for satisfactory solutions to family problems, liaises with related service agencies and explains the child and family service system.
- Maintains a strong knowledge of the Child & Family Services Act, the policies and procedures of the Ministry of Children & Youth Services, Customary Care Provision and Kinship Care.
- Knowledge and understanding of AFN affiliation to Dnaagdawenmag Binnoojiiyag Child & Family Services (DBCFS) and, at times the roles and responsibilities of Children’s Aid Society (CAS) when there is involvement, and as options rather than apprehension.
- Responsibilities include but not limited to:
  - completing and filing court forms.
  - attending court appearances on behalf of AFN.
  - communicating with Chief & Council.
  - representing the interests of Alderville First Nation.
  - Consistent case management record keeping.
  - Weekly travel to meet with and support off reserve clients.
- Meet all timelines as needed to meet legislation that governs families.

**MINIMUM QUALIFICATIONS:**

- Minimum post-secondary (Diploma or Degree) in Social Work, Social Services, Human Services, or related field.
- Minimum of 3 years’ experience working in Social Services or related field in a First Nation or Indigenous organization.
- Authorization training through DBCFS, or willing to obtain.
- First Nation Child Welfare Advocate Certificate (training to be provided if required).

**Minimum Requirements:**

- CPR and First Aid, and AED; ongoing renewal as required to maintain current certification.
- Criminal Reference check and Vulnerable Sector Search is required if employment is offered.
- Must have valid class ‘G’ Ontario Driver’s License, \$1M liability insurance and access to reliable transportation.

**Specialization required:**

- Extensive knowledge of the Child and Family Services Act (CFYSA-Ontario) including Part X; the Ministry of Child and Youth Services; and local Children's Aid Societies and the DBCFS model & regional protocol.
- Experience and/or training in Privacy Legislation.
- Demonstrated case management experience.
- Knowledge and understanding of Indigenous culture, traditions, teachings, community dynamics.
- Knowledge of legislation governing First Nations.
- Ability to establish and develop an active and positive working relationship with all Child and Family Services.
- Good interpersonal skills and ability to work collaboratively with staff, community members, Chief & Council, service providers and government agencies.
- Confident working with justice system and other community service providers.
- Demonstrates strong negotiation skills and techniques.
- Ability to work effectively under pressure and in stressful situations.
- Initiative and ability to work independently to meet deadlines.
- Exhibits strong written, verbal and evaluation skills.

**Considered an asset:**

- Native Child and Family Service Worker Diploma.
- Full understanding of Customary Care.
- Experience with Indigenous Alternative Dispute Resolution (IADR).
- Experience within a multi-disciplinary team approach.
- Experience and proficiency in program administration with a solid knowledge base and proficiency in program and service development, delivery, and evaluation.
- Experience working with Indigenous children, youth, and families.

**PREFERRED EXPERIENCE:**

- Demonstrated ability to work from a trauma informed lens with compassion and empathy.
- Established relationship building capacity.
- Proven competence of accurate and comprehensive recordkeeping including keeping an up-to-date case log.
- Excellent time management and strong organization skills; a multi-tasker.
- Proven ability to maintain confidentiality.
- Demonstrated analytical and problem-solving skills.
- Excellent computer skills for reporting and presentation purposes, and general office equipment knowledge.

**\*\* For full job description, contact Human Resources\*\***

**DEADLINE TO APPLY: *Tuesday, January 7<sup>th</sup>, 2025.***

**HOW TO APPLY:** Applications must include a cover letter, current resume and three work-related references (name, phone #, email address of former Supervisors) and/or letters of reference).

**HOW TO CONTACT:** Human Resources Recruitment  
Phone: 905-352-2011 ext. 217  
Email: [humanresources@alderville.ca](mailto:humanresources@alderville.ca)

**Note:**

Consideration will be given to documented past employment performance, attendance and reliability history for applicants previously employed by AFN. Applicants must meet the minimum qualifications outlined to be considered for an interview. Only those applicants selected for an interview will be contacted.

The AFN is committed to employment equity. All qualified candidates are encouraged to apply, however, qualified candidates who self-identify as members of Alderville First Nation or as "Aboriginal" as defined in the AFN Recruitment Policy, will be given preferential consideration for any position.

*Chief & Council retain the right to make the final decision on the selection of the successful candidate.*