



We are hiring:

CHILD LAW COORDINATOR

ROLE AND RESPONSIBILITIES

Onion Lake Family Services is on a transforming journey in implementing its own Child Law. Wicekaskosiw Sakahikanewiyiniwak (Onion Lake Cree Nation) based on our sovereign authority to care for the future generations have put aspects of our laws into writing. In December 2023 OLCN Child Law was passed, this is the first step in fulfilling our Nations goal in achieving the well-being, promotion and protection of the future generations. The Child Law Facilitator will report to the Executive Director and work with Treaty Governance in the continuum of Child Law Negotiations

- Work with Treaty Governance in the entering of child law negotiations.
- Assist with research on the implementation of Onion Lake Cree Nation Child Welfare laws and legislation.
- Organizing and preparing meeting and community engagement sessions.
- Contribute to preparing operational and strategic plans to guide OLFS in identifying key objectives, provide input on resources and timelines for creating and implanting Child Law Policy.
- Identify and monitor OLCN's traditions and cultural environments that may impact Child Law.
- Coordinating reviews of research with internal and/or external contacts.
- Analyzing data to determine effectiveness of programs and initiatives.
- Educating membership of OLCN Child Law.
- Wrote reports of research findings, policy recommendations and outlining strategies.
- Provide support, recommendations, and work with Treaty Tech. Team and Legals Teams to ensure policy compliance and regulations or legislation are aligned.
- Contribute to completing research priorities and deliverables of the bilateral negotiations and inherent jurisdiction as they relate to the work for OLCN Child Law and OLCN/OLFS Treaty Based Funding.
- Other duties that are complimentary to the role of Child Law Coordinator

Contact/application information:

To be considered for our recruitment round, please submit your resume with the following to lynda.curtis@olfs.ca :

1. Cover Letter
2. Current resume with dates specified
3. Three reference letters, (1 from a co-worker, 1 from a current supervisor, 1 from a past supervisor)
4. Criminal Check
5. Driver's Abstract

We thank all applicants, however only those selected for an interview will be contacted.

POSTED: May 12, 2025

DEADLINE: May 30, 2025

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Bachelor's degree in business-related field or bachelor's degree in social work or education
- Minimum of 2 years' experience related field
- Knowledge of treaties, the OLCN education system and First Nations historical and current issues
- Knowledge of Cree worldview and culture
- Knowledge of Cree language is an asset
- Valid Class 5 driver's license with acceptable abstract
- Clear criminal record with vulnerable sector

COMPETENCIES

- Ability to identify relevant data to use in planning and decision making.
- Strong computer skills with proficiency in various computer programs including Microsoft Office and social media
- Ability to build rapport and develop relationships
- Exceptional communication skills (verbal and written), interpersonal skills and organizational skills
- Ability to work with small and large groups of all ages including children and elders
- Strong principles and ethics
- Work under pressure and stressful situations
- Attention to detail
- Excellent organizational and time management skills
- Record keeping skills
- Ability to lift up-to 20lbs

HAZARD ASSOCIATED WITH JOB

- Physical and cognitive ergonomics
- Stressful environment and situations
- Travel
- Some flex time on evenings and weekends