

## Batchewana First Nation



Celebrations will be held on Whitefish Island!

#### June 2018 Newsletter

#### Admin. Office

236 Frontenac St.
Batchewana First Nation, ON
P6A 6Z1
Ph. (705) 759-0914
Toll Free: 1-877-236-2632

Fax (705) 759-9171 www.batchewana.ca

Rankin Reserve 15D Goulais Bay Reserve 15A Obadjiwan Reserve 15E Whitefish Island 15



#### **BATCHEWANA FIRST NATION**

#### MONTHLY MAIL OUT

#### Greetings Readers!

June is an exciting month for BFN activities and events!

Details throughout...

Fore more info... Visit the website batchewana.ca

communications

@batchewana.ca

Meegwetch,

**Alex Syrette** 

(705) 759-0914

#### Sections

#### **News and Events**

Will inform you of what is happening in BFN's communities and surrounding area.

#### o BFN in the News

Includes news articles pertaining to BFN communities and it's members.

#### o Community Beat

Updates you on Internal Reminders, BFN sponsored Activities, and Public Notices.

#### o BFN Department Updates

Provides you with briefings from each of BFN's departments.

#### Employment Opportunities

Will notify you of any job postings through BFN.

#### Kids Space

Is dedicated to entertaining kids with fun activities that incorporate the language.

Please be advised that all Batchewana Administrative Offices will be closed June 21, 2018 for **National Aboriginal Day** 



# Celebrations will be held on Whitefish Island!

#### Agenda:

- 10am Political Discussion
- 11am Games & Family Activities
- 1pm Mini Pow Wow
- 4pm Feast
- 10:30pm FIREWORKS!

Food and craft vendors are welcome to attend, please contact Alex Syrette to register (705) 759-0914 ext. 247

www.batchewana.ca



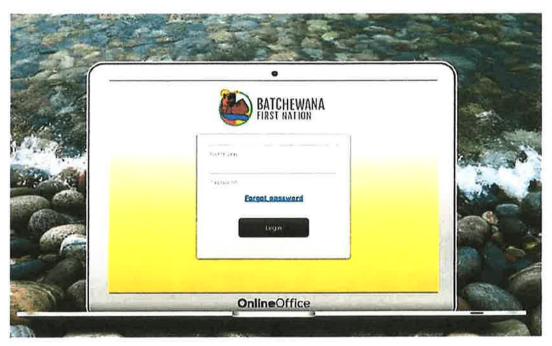
#### **BFN Live Streaming**

Regular working Council meetings are now available through live streaming!

Just visit: Live.batchewana.ca

Username: member

Password: bfnlive17



Regular Meeting Schedule: **June 14, June 28, 2018**Starting at 6:00pm

Questions or comments can be emailed to: <a href="mailto:communications@batchewana.ca">communications@batchewana.ca</a>

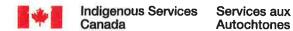


# Community Meeting June 18, 2018 7pm

#### Obadjiwan Com. Centre

#### **AGENDA:**

- Robinson Huron Annuities Trial Update
- Batchewana 101 Course
- Batchewana Community Trust Update
- Member Requests



# TREATY ANNUITY **PAYMENTS**

## BATCHEWANA FIRST NATION

Wednesday, September 5, 2018 12:00 p.m. to 5:00 p.m. Rankin Arena

#### REMINDER

- Bring your status card or other ID for yourself
- Must have ID for children and your spouse
- ➤ No third party pickups
- Third party notes are not accepted

Applications for Transfer to Batchewana First Nation				
Last Name	Given Names	Date Posted	60 Days expiration for posting *	60 Day Expiration of Band Members to express concerns
KEESHIG	Pamela Jean	April 12/18	June 11/18	June 11/18

As per the Batchewana First Nation Transfer Policy (copy available upon request)

#### \*\*\*\*\*NOTICE\*\*\*\*

#### AMENDMENT TO THE BATCHEWANA FIRST NATION TRANSFER POLICY

At a duly convened meeting of Batchewana First Nation Chief & Council on May 21, 2013, Motion #14 was passed to make the following amendment:

#### SECTION C

3.3 All forms in the Application Package must be completed prior to review and acceptance/rejection. Supporting documentation establishing a direct lineage to an original band member must be provided if this information is not already stated in the Indian Registry System provided by Aboriginal Affairs.

<sup>\*</sup> Motion #12 - C & C meeting October 30, 2008 - amended the posting to 60 Days.



# Annual Bike Safety

Helmets (while supplies & sizes are available)

Giveaways

Bring your bikell



Hot dogs & Hamburgers

# Canine Officers presentation!!!

Join us

When:

June 16 or 23<sup>rd</sup>, 2018 (will confirm)

Time:

12 noon – 2 pm

Where:

Rankin Arena (downstairs)

# Free Bike DRAWS-you must be present

Event is based on funding! (items & lunch available while supplies last)!





### PUBLIC NOTICE Rankin Reserve

#### DITCHES

Let's work together for the betterment of our community.

As a community member, it is our responsibility to keep our community and ditches clean.

There are a lot of toys, garbage and debris in the ditches which cause the culverts to plug and bring about flooding.

Thank you for your cooperation and participation.



Aanii Kinaa Gwiiyaa! (Hello Everyone!)

From the desk of Angel Agawa, Education Events & Special Projects Coordinator sharing with the community on progress in the Anishnaabemowin Cultural Nights and upcoming ODAMINAWIN GIIZIS (game day.)

The Cultural Nights have been a great success up to date! On May 9<sup>th</sup> we had approx. 57 attendees! SHTAATAAHAAA! (WOW)

Chi nandumdash (super happy) with participation & Attendance with the community!

We have completed Medicine pouches & Dream Catchers so far.

Coming up on May 23<sup>rd</sup> we will be doing Medicine Wheels! Omaabiizhaan!

June 6th & June 20th are the next scheduled Anishnaabemowin Nights. 5-8PM

on June 6th, the Craft will be determined at a later date.

If anyone has a suggestion please give me a call at the BLC 705-759-7285 EXT 209 and let me know! Miigwech

However, on the last Anishnaabemowin Cultural Night June 20<sup>th</sup>, we will be crafting ourselves some **MINI DECORATIVE DRUMS** to hang up in your home, or anywhere... you could even give it as a SHKAPIJIGAN (gift)

I think that this will be a GWAA TAAT KAMIK (super) finale to the Anishnaabemowin Cultural Nights in the community!

Milgwech for Kinaa Gwiiyaa miinawaa (Thanks everyone for your) Participation! I am grateful to have been a part of something so FUN!:D

Also June 15th 2018, there is Odaminawin Giizis (game day) for the PA DAY.

We will play ODAMINAWIN (games) like Pictionary, an Obstacle Course ALL IN THE ANISHNAABEMOWIN!!!

If it's a nice day we will have the SPRINKLERS going! Ka min da gwot! (It will be fun!)

There will be free popcorn, drinks & Fruit to snack on!

O maa bii zhaan, Wiisinin & min wen da gwot! (Come, eat & have fun!)

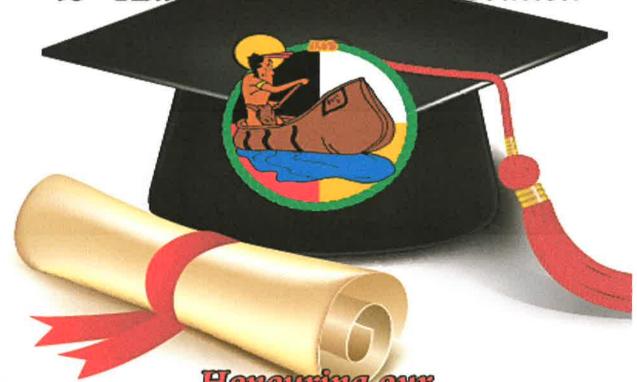
If you would like any other information, give me a call at 705-759-7285 EXT 209

Miigwech, Kawaabmin Oode Pii! (See you there then!)



#### Save the date!!

40th Annual Education Celebration



Honouring our Past, Present & Future Graduates

> Tuesday June 5th, 2018 Ceremonies 5:30pm Registration 4:30pm - 5:30pm

Rankin Arena (Main Floor) Suggest to follow



# JUNIE 15th 2018







# ODANIONAWIN GIVE SHEDAY

Aabiish Epichek-10AM-3PM

Eximply Summer Banascaphysis was unade 191 was O tours (summy 15 Jean Ave, mitmaxia ODAWINAWIN GIITAS maa





Aanmisiwinkaanwin tigaanes

(Obstacle Course)



(Let's PLAYII)





ANISHNAABEMOWIN CULTURAL NIGHT



June 6<sup>th</sup> & June 20<sup>th</sup> 2018

FROM 5-8PM @ THE BATCHEWANA LEARNING CENTRE 15 JEAN AVE.

O maa bii zhaan! FUN MIIJIM VISITING

\*CHI NAN DUM DASH\*
HAPPINESS



For more information contact Angel @ 705-759-7285 EXT 209 MIIGWECH



SUMMER HIKING
GROUP

——

GET UP AND GET
ACTIVE!
AGES 13 AND UP

——

REGISTER NOW THE
MORE PEOPLE THE

BULEH MANDER OF BRIDE OF BRIDE

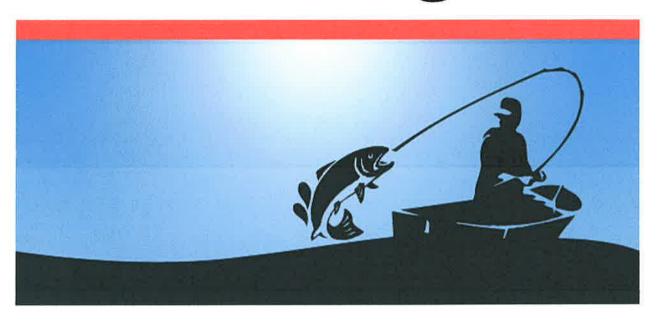
**MORE HIKES!!** 

# HIKING GROUP IF YOU LOVE THE OUTDOORS AND HIKING

IF YOU LOVE THE OUTDOORS AND HIKING
THIS IS A GROUP FOR YOU. WE WILL DO
VARIOUS SUMMER HIKES THROUGHOUT
THE SUMMER. SPOTS WILL BE RANDOMLY
PICKED BUT YOU WILL NOT BE LET DOWN!!
GET UP AND GET ACTIVE!!

To register contact activator JOEY SEWELL jsewell@batchewana.ca or 705-942-5869

# Fishing



We are looking for youth age 15 and up to go fishing, June 23, 2018. Knowledge of fishing from a canoe is an asset. Contact Activator Joe Sewell @Teen Centre (705) 942-5869 Are email me <a href="mailto:jsewell@batchewana.ca">jsewell@batchewana.ca</a> for more information.



# MINI SOCCER LEAGUE



MINI SOCCER LEAGUE FOR 3-6 YEARS OLD CHILDREN. LET THE LITTLE ONES START EARLY AND BURN SOME ENERGY!!



#### BEHIND THE TEEN CENTER

PLEASE HAVE KIDS DRESSED FOR THE WEATHER!!

Tuesday Evenings Starting In July

6-7 P.M.

6 weeks

#### **BFN Community Members**

#### SIGHTINGS OF BEARS IN AREA

#### **BE BEAR AWARE**

#### The Batchewana Natural Resource Department would like all to Be BEAR WISE

- 1. Make trash cans inaccessible. Bring them inside at night or buy a bear-resistant trash can or an enclosure for the container.
- 2. Keep your barbecue grill clean and as free of drippings as possible. ...
- 3. Rethink your bird feeders.
- 4. DO NOT APPROACH BEARS.

#### GARBAGE

- put garbage out only on the morning of garbage day, not the night before
- put garbage in containers that have tight-fitting lids and store it in a bear-proof location such as your basement or a sturdy garage
- spray garbage cans and lids with bleach or another a strong disinfectant
- take garbage to the dump often, if you do not have curbside pick-up

#### Bird feeders

- fill bird feeders only through the winter months
- put away feeders in the spring and instead, offer birds natural alternatives (e.g. flowers, nesting boxes, fresh water)

#### Pet food

Do not leave pet food outdoors, in screened- in areas or porches

#### Fruits and berries

- pick all ripe and fallen fruit from trees and shrubs on your property
- plant non-fruit bearing trees and shrubs

#### **Barbecue**

- burn off food residue and wash the grill right away
- empty the grease trap every time you barbecue
- remove all utensils, dishes and food after eating

#### Nimkii Naabkawagan Family Crisis Shelter





#### Nimkii Empowerment Program Outreach: Educational Programming Topics Include:

Domestic Violence, Addictions, Grieving, Anger Management, Character & Self Esteem, Body Self Health and Parenting. Every Tuesday: Just call the shelter at (705) 941-9054 or Barbara Day work cell (705) 297-0241 to Book One on One & Outreach. TUESDAY's, if we need to book in Groups we can arrange to do that.

#### Tackle This Topic Obadjiwan / Batchewana Bay: Honouring the Family

Wed June 6th, Wed June 20th, all dates from 11:00 am to 2:00 pm

In Collaboration with the Batchewana Health Center Health Drop In Days



#### **Tackle This Topic Goulais: Honouring the Family**

Thursday June 14th & Thursday 28<sup>th</sup> all dates from 11:00 am to 2:00 pm In Collaboration with the Batchewana Health Center Health Drop In Days



#### SACRED CIRCLE: WOMEN'S SHARING CIRCLE

Tuesday June 12<sup>th</sup> at 6:00 pm to 8:00 pm at the Nimkii Naabkawagan Family Crisis Shelter Are you a Survivor of Abuse or Violence? We have a Safe Space and Place for you to Come and begin a Healing Journey. Come Gather with Women who have had similar experiences:

Share, Release, Heal and Move Forward: Completely Confidential

#### FULL MOON CEREMONY: ODEMIN GIIZIS / Strawberry Moon was on May 29 and into July

will be on: Tuesday June 26<sup>th</sup> at 6:00 pm to 8:00 pm Miinan Giizis / Blue Berry Moon at Nimkii Naabkawagan Family Crisis Shelter, outside in the Nimkii Teaching Lodge, please dress for the weather and bring your shakers, a blanket, drums, yellow cloth. If you don't have any of these, just bring yourself. Sacred Fire, snack and Coffee.

#### FATHER's DAY BBQ: Come Celebrate DAD

Monday June 11<sup>th</sup>, 2018 BBQ between 11:00 am to 1:00 pm Father's Day Selfie Picture Booth Come Celebrate DAD: All Dads Welcomed, everyone Welcomed.

Helping Families to Become Stronger / MINO ODE WEWIN (GOOD HEART WAY of LIFE: Kindness)

Barbara Day / Program Support Worker: work cell: (705) 297-0241



NIMKII-NAABKAWAGAN Family Crisis Shelter

Phone: (705) 941-9054 Fax (705) 941- 9055

Crisis Hotline: 1 (866) 266-1466



#### \*TACKLE THIS TOPIC

Obadjiwan / Batchawana Bay

Mino Ode Wewin /

Good Heart Way of Life



e rise by

Honoring the FAMILY: Building Our Fire

for ALL AGES: Keeping the Circle STRONG.

We will be Partnering Up with the Health Centre Drop In Days

TACKLE THIS TOPIC will be: From: 11:00 am to 2:00 pm

( Wednesday June 6<sup>th</sup> and Wednesday June 20, 2018)



This Program Brought to you by the:

Nimkii Naabkawagan Family Crisis Shelter

**Helping Families to Become Stronger** 

MINO ODE WEWIN (GOOD HEART WAY of LIFE: Kindness)

Barbara Day / Program Support Worker: work cell: (705) 297-0241



NIMKII-NAABKAWAGAN Family Crisis Shelter

Phone: (705) 941-9054 Fax (705) 941- 9055

Crisis Hotline: 1 (866) 266-1466



#### \*TACKLE THIS TOPIC Goulais

Mino Ode Wewin /

Good Heart Way of Life

Honoring the FAMILY: Building Our Fire

for ALL AGES: Keeping the Circle STRONG

TACKLE THIS TOPIC will be: Thursday June 14th and Thursday June 28th

ve rise by

From: 11:00 am to 2:00 pm

This Program Brought to you by the:

Nimkii Naabkawagan Family Crisis Shelter

#### **Helping Families to Become Stronger**

MINO ODEWEWIN (GOOD HEART WAY of LIFE: Kindness)

Barbara Day / Program Support Worker: work cell: (705) 297-0241



NIMKII-NAABKAWAGAN Family Crisis Shelter

Phone: (705) 941-9054 Fax (705) 941- 9055

Crisis Hotline: 1 (866) 266-1466



#### SACRED CIRCLE

#### WOMEN'S SHARING CIRCLE

Tuesday June 12th, 2018

6:00 pm to 8:00 pm.



Are you a Survivor of Abuse or Violence? We have a Safe Space and Place for you to Come and begin a Healing Journey. Come Gather with Women who have had similar experiences:

Share, Release, Support, Heal and Move Forward: Completely Confidential

Light Snack, Coffee & Tea will be provided

#### Nimkii Naabkawagan Family Crisis Shelter

**Helping Families to Become Stronger** 

MINO ODE WEWIN (GOOD HEART WAY of LIFE: Kindness)

Barbara Day / Program Support Worker: work cell: (705) 297-0241



Phone: (705) 941-9054 Fax (705) 941- 9055 Crisis Hotline: 1 (866) 266-1466



uplifting



#### Community Kitchen

Want to learn the basics in the kitchen while preparing a weekly take home meal. Come join us **Tuesday June 12th** at the Rankin Arena.

#### 5pm.-8pm

This program will encourage family interaction while meal prepping and learning kitchen safety. It is also a great opportunity to come out and meet your new Family Wellness Worker.

To register contact Gail Pitawanakwat at 705-254-7827 ext 153 or Rainbow Agawa at ext. 150





# ELDER'S SOCIAL COMMITTEE IS HOSTING A MOVIE NIGHT TUESDAY JUNE 26, 2018 GALAXY CINEMAS

293 BAY STREET SAULT STE. MARIE, ON P6A 1X3

# FIRST COME FIRST SERVED 25 TICKETS ONLY

MUST PICK UP IN PERSON FROM RHONDA COOK AT THE CINEMA FROM 3:00PM TO 3:30PM



NON DWAY GAMIG
Healing Through the Arts Program

# Artist Showcase



#### June 25, 2018 from 6pm-9pm

You're invited to our Second Annual
Healing Through the Arts - Artist
Showcase. Artwork will be one sale and
display for the community. Snacks and
refreshments will be provided

CONTACT (705)254-7827

Janine EXT 136 or Rainbow EXT 150



# Summer Day Camp

July 9th August 23rd,
2018
Ages 6-12
Location: TBD
Registration deadline is
June 22nd, 2018

Pick up registration forms at the BFN Band Office (236 Frontenac St.). Please have all your child's information (valid health card number, child or parents band number, etc.)

For more information, Call Hannah (Summer Student Employment Coordinator) at (705) 759-0914.







**BATCHEWANA FIRST NATION** 

#### FATHER'S Day bbq

Nimkii Naabkawagan Shelter Parking Lot June 4, 2018 from 5pm-8pm

> Obadjiwan Community Centre June 6, 2018 from 5pm-8pm

Goulais Mission Complex June 7, 2018 from 5pm-8pm



For information call Barb (705)941-9054 ext 201 Gail (705)254-7827 ext 153 Rainbow (705)254-7827 ext 150



NON DWAY GAMIG









**NON DWAY GAMIG** 



# Summer Feast



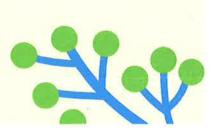
5pm-7pm - June 20, 2018 Non Dway Gamig BFN Health Centre



Contact (705)254-7827
Gail EXT 153 or Rainbow EXT 150







#### **Batchewana First Nation**

236 Frontenac Street /
Rankin Reserve 15D
Batchewana First Nation, Ontario
P6A 6Z1



Phone: 705-759-0914 Toll Free: 1-877-236-2632

#### A. POSITION

#### ARENA MANAGER

#### **B. POSITION SUMMARY**

The Arena Manager shall be responsible for overseeing the year-round ice facility to ensure superior scheduling, operations, safety, fiscal health, and customer satisfaction. It is essential to be regularly available during standard business hours as well as night and weekend hours of operation to meet with staff, facility users and vendors, and be present for routine and special events.

#### C. DUTIES & RESPONSIBILITIES:

- Ice Scheduling working with numerous user groups to coordinate and schedule regular and one-time rentals as well as parties, events and tournaments.
- Develop, create and implement marketing and sales strategies for the facility; ice sales, board advertisement, updating lighting, energy efficient programs, etc.
- Coordinate crowd control during on-ice activities and large events
- Ensure excellent quality of ice at all times
- Prepare budgets, monitor revenues and expenses, prepare other various reports as the pertain to the facility
- Drafts recommendations for the annual budget to the Director of Business and Enterprises, and subsequently the CEO and Chief and Council for review and approval
- Prepare and submit proposals for review to immediate supervisor, before they are submitted to government agencies and organizations, to secure funding for the facility
- Responsible for managing routine maintenance and scheduling contracted services for HVAC, A/C, plumbing, carpentry, and elevator services etc.
- Provide clean, sanitary and safe internal and external areas of the facility
- Be available for coverage, on call and for emergencies in regards to the facility
- Manage, direct and supervise administrator, operators, custodians, contractors and trades people as applicable
- Work collaboratively with the Events Manager to coordinate events as they relate to the facility usage.
- Ensure excellent customer service at all time from self and staff
- Other duties as assigned

#### D. WORKING CONDITIONS:

- Office setting with regular outside work
- Occasional travel to various locations
- Regular scheduled hours but expected to work as required to meet critical deadlines and deal with unexpected organizational or community issues;
- Work has a high public profile, extensive public contact and subject to deadlines and interruptions;
- Work involves one on one contact and group leadership and direction;
- Reaching, bending, stooping, and lifting or moving of various heavy loads

- Some work is done on a slippery surface and varying environments including warm and cold temperatures
- Multiple evolving demands and shifting priorities with frequent critical deadlines.

#### E. QUALIFICATIONS & EXPERIENCE:

Post Secondary Education required in business or marketing plus two (2) years experience in a management role

#### OR

- Equivalent Education plus five (5) years experience in a management role
- 2 years' experience working within a First Nation or Aboriginal organization an asset.
- Arena Management experience an asset

#### F. KNOWLEDGE SKILLS & ABILITIES:

- Must be legally entitled to work in Canada;
- Ice rink experience; rink operations and equipment
- Management and administrative skills;
- Knowledge of First Nation culture and social structures of the community and BFN
- Ability to adapt, prioritize and multi-task;
- Ability to work effectively, independently, and collaboratively;
- Ability to effectively plan, organize and implement programs;
- Effective verbal, written and presentation communication skills;
- Ability to travel to offsite locations in an efficient manner, as required;
- Knowledge of computer accounting system, Sage 300, is an asset;
- High level of competency in computer software including Microsoft Office.

#### G. CONDITIONS OF EMPLOYMENT

- Must be able to lift 45 lbs
- Provide a clear CPIC
- Valid Class G Ontario Drivers License
- Access to a vehicle
- WHIMIS an asset
- CPR an asset

First Nation preference in hiring, please indicate in your cover letter.

Full job description available upon request.

Please forward your cover letter, resume, current CPIC and at least (3) professional reference letters in a sealed envelope, marked:

"Confidential"
Attention: Arena Manager Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, ON
P6A 6Z1

Or email at humanresources@batchewana.ca

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY, JUNE 1<sup>ST</sup> AT 12:00PM.

Facsimiles will not be accepted. Only those granted interviews will be contacted.

#### **Batchewana First Nation**

236 Frontenac Street / Rankin Reserve 15D Batchewana First Nation, Ontario P6A 6Z1



Phone: 705-759-0914 Toll Free: 1-877-236-2632

#### A. POSITION

#### **EVENT MANAGER**

#### **B. POSITION SUMMARY**

The Events Manager shall be responsible for the effective and efficient overall operations of events at the Arena Facility (other than regular Ice Events), the Thunderbird Room, and the Canteen. This will include planning, organizing, promoting and managing all aspects of the events.

The Events Manager requires strong communication and proven leadership abilities and is in charge of managing and leading the event planning team and the Canteen operations.

#### C. DUTIES & RESPONSIBILITIES:

- Responsible for developing, maintaining and managing new and existing marketing opportunities at the Arena Facility.
- Ensuring that culturally appropriate events are offered,
- Accountable for all booking, coordinating and following-up on all catering/facility events.
- Responsible for managing multiple events at one time; set up, shut down, etc.
- Provide menu suggestions and pricing to clients.
- Collaborate with other Departments for event possibilities/ shared events
- Accountable for developing budgets, cost comparisons, and financial reports, as required
- Collaborate with communications to promote/advertise events/facility
- Create, manage and review/update sales contracts and other business forms as necessary and in accordance to Policy
- Ascertain good client relationship and visitor satisfaction are maintained.
- Collaborate with the Cook in menu planning and costing
- Ensure invoices are inputted correctly and reconciled if required
- Support the team with administrative projects when required
- Track and monitor the labor and food cost for each event.
- Maintain excellent client relationships.
- Supervise and coordinate daily food and beverage operations in the canteen
- Responsible for the maintenance and operation of Kitchen and Canteen equipment
- Create databases to track and monitor statistics in order to make better informed recommendations
- Ensure proper ordering, tracking and inputting of supplies/inventory
- Act as a role model to other staff in the day-to-day execution of responsibilities of the position

#### D. WORKING CONDITIONS:

Regular office setting with occasional outside work

- Require extended periods of sitting, mental concentration with frequent interruptions, and occasional lifting of heavy material.
- Occasional travel to various locations
- Regular scheduled hours but expected to work as required to meet critical deadlines and deal with unexpected organizational or community issues;
- Work involves one on one contact and working in conjunction with other staff members;
- Multiple evolving demands and shifting priorities with frequent critical deadlines.

#### E. QUALIFICATIONS & EXPERIENCE:

Bachelor Degree in Business/Marketing or Hotel/Restaurant Management plus four (4)
 years experience in the catering/events management

#### OR

- Equivalent Education plus five (4) years experience in the catering/events management
- Experience working within a First Nation or Aboriginal organization an asset.

#### F. KNOWLEDGE SKILLS & ABILITIES:

- Must be legally entitled to work in Canada;
- Knowledge of First Nation culture and social structures of the community
- Experience with handling confidential material
- Ability to work effectively, independently, and collaboratively;
- Effective verbal, written and presentation communication skills;
- Knowledge in Point of Sales, WHIMIS, Health and Safety and Liquor Laws
- Knowledge of computer accounting system, Sage 300, is an asset;
- High level of competency in computer software including Microsoft Office

#### G. CONDITIONS OF EMPLOYMENT

- Provide a clear CPIC
- Valid Class G Ontario Drivers License
- Access to an insured vehicle
- Smart Serve Certificate an asset
- WHIMIS an asset
- CPR an asset

First Nation preference in hiring, please indicate in your cover letter.

Full job description available upon request.

Please forward your cover letter, resume, current CPIC and at least (3) professional reference letters in a sealed envelope, marked:

"Confidential"
Attention: Events Manager Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, ON
P6A 6Z1

Or email at humanresources@batchewana.ca

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY, JUNE 1ST AT 12:00PM.

Facsimiles will not be accepted. Only those granted interviews will be contacted.

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236 Frontenac Street /
Rankin Reserve 15D
Batchewana First Nation, Ontario
P6A 6Z1



Phone: 705-759-0914 Toll Free: 1-877-236-2632

#### A. POSITION

#### DIRECTOR OF LANDS & ECONOMIC DEVELOPMENT

#### **B. POSITION SUMMARY**

The Director of Lands & Economic Development plans and directs the Reserve Land and Environment Management Program (RLEMP) and Natural Resources Program in order to ensure the land stewardship and economic development needs of Batchewana First Nation are met.

Responsible to provide professional expertise, program direction, and operational implementation for the short and long-term strategies of the Lands and Natural Resources Department for BFN. Responsible for the development of annual budgets, negotiation, and oversees and directs unit staff. Works in collaboration with the senior management team in the effective management of BFN reserve lands and traditional territory.

#### C. DUTIES & RESPONSIBILITIES:

- Develop and implement a process for evaluating the department's programs and services including meeting with managers to discuss and develop strategic and business plans to ensure programs meet identified requirements, including ongoing review of short/long term goals and objectives;
- Develop, Present and Implement strategies that support BFN rights and title throughout the Traditional Territory;
- Direct the development of program goals and objectives, short/long term strategic plans in order to ensure the provision of quality services, and maintaining an effective working relationship with industry representatives and other stakeholders;
- Ensure the activities of the department adhere to relevant BFN policies, procedures, and by-laws, and other associated legislation, acts and regulations with respect to environmental impacts, RLEMP, natural resources and economic development issues;
- Manage the completion of comprehensive reports, position papers and other recommendations with respect to program activities and requirements;
- Assess and recommend mitigation measures for potential economic, social and political impacts to BFN;
- Liaise with federal, provincial, and regional and local service agencies; represents, coordinates, and facilitates BFN's relations with those agencies on behalf of the Chief Executive Officer;
- Work collaboratively with the CEO, Directors and Management.
- Directs and manages the staff of the department

#### D. WORKING CONDITIONS:

- Normal office setting; regular scheduled hours but expected to work as required to meet critical deadlines and deal with unexpected organizational or community issues;
- Work has a high public profile, extensive public contact and subject to deadlines and interruptions;
- Work involves one on one contact and group leadership and direction;
- Work is subject to unusual and unscheduled hours;

- Multiple evolving demands and shifting priorities with frequent critical deadlines.
- May involve travel including but not limited to; training, conferences and/or development

#### E. QUALIFICATIONS & EXPERIENCE:

Bachelor degree in Business Administration, Economics, Marketing or a related field combined with 5 years' experience at a senior management level

OR

- Equivalent education combined with 8 years' experience at a senior management level
- Progressive experience in a First Nation, Aboriginal organization or the not for profit sector is an asset.

#### F. KNOWLEDGE SKILLS & ABILITIES:

- Exceptional interpersonal, relationship, communication, and leadership skills
- Ability to coach, mentor, manage, and pioneer change
- Effective negotiation and mediation, conflict resolution, advisory, and consultation skills;
- Ability to demonstrate integrity, empathy, trust, respect, and understanding by always acting with a high degree of professionalism
- Ability to demonstrate strategic insights and operate proactively in response to the dynamic demands of First Nations
- Ability to develop and analyse risk/benefits of business plans
- Ability to effectively promote economic opportunities through various media channels;
- Experience in preparing and administering budgets;
- Ability to effectively plan, organize and implement strategic objectives;
- Effective verbal, written and presentation communication skills;
- High level of competency in computer software including Microsoft Office.

#### G. CONDITIONS OF EMPLOYMENT

- Security Clearance/Criminal Reference Check
- Valid Class G Ontario Drivers License
- Must be bondable
- RLEMP Certification an asset (willing to train)

First Nation preference in hiring, please indicate in your cover letter.

Full job description available upon request.

Please forward your cover letter, resume, current CPIC and at least (3) professional reference letters in a sealed envelope, marked:

"Confidential"

Attention: Director of Lands & Economic Development Hiring Committee

Batchewana First Nation

236 Frontenac Street

Batchewana First Nation, ON

P6A 6Z1

Or email at humanresources@batchewana.ca

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY, JUNE 1ST AT 12:00PM.

Facsimiles will not be accepted. Only those granted interviews will be contacted.

#### **Batchewana First Nation**

236 Frontenac Street /
Rankin Reserve 15D
Batchewana First Nation, Ontario
P6A 6Z1



Phone: 705-759-0914 Toll Free: 1-877-236-2632

#### A. POSITION

#### **DIRECTOR OF BUSINESS AND ENTERPRISES**

#### **B. POSITION SUMMARY**

The Director of Business & Enterprises plans and directs the businesses and enterprises of Batchewana First Nation(BFN) in order to ensure continued and encourage economic growth for BFN.

Responsible to provide professional expertise, program direction, and operational implementation for the short and long-term strategies of the business and enterprise Department for BFN. Responsible for the development of annual budgets, negotiation, and oversees and directs unit staff. Works in collaboration with the senior management team in the effective management of BFN reserve businesses and enterprises within the traditional territory.

#### C. DUTIES & RESPONSIBILITIES:

- Develop and implement a process for evaluating the department's programs and services
- Foster and encourage an environment which promotes a team approach
- Design, implement and maintain appropriate management controls
- Provide leadership and advice to unit staff
- Direct and manage the preparation of program/project financial reporting to funders
- Direct the marketing for existing and/or new businesses and enterprises
- Directs the development of feasibility studies/business plans
- In-depth program statistical analysis
- Conduct ongoing program evaluation
- Assess and recommend mitigation measures for potential economic, social and political impacts to BFN;
- Direct and assist in the submission of funding proposals.
- Review, edit and recommend for approval department policies and procedures.
- Liaise with federal, provincial, and regional and local service agencies
- Prepare a five-year business and strategic plan for the Business and Enterprises Departments and provide annual updates to the plan.
- Direct, oversee and review the preparation of annual budgets;
- Responsible for and directs the development of applications for grant and funding programs;
- Directs and manages the staff of the department
- Evaluates staff performance
- Provides leadership and motivation in establishing quality standards
- Ensures adherence to occupational health and safety standards

#### D. WORKING CONDITIONS:

- Normal office setting; regular scheduled hours but expected to work as required to meet critical deadlines and deal with unexpected organizational or community issues;
- Work has a high public profile, extensive public contact and subject to deadlines and interruptions;

- Work involves one on one contact and group leadership and direction;
- Work is subject to unusual and unscheduled hours;
- Multiple evolving demands and shifting priorities with frequent critical deadlines.
- May involve travel including but not limited to; training, conferences and/or development

#### E. QUALIFICATIONS & EXPERIENCE:

Bachelor degree in Business Administration, Economics, Marketing or a related field plus
 2-3 years in business development, program design, delivery and evaluation; policy development, business and strategic planning and implementation

OR

- Equivalent Education combined with a minimum of 8 years experience at a senior management level
- Applied experience working in a First Nation or not-for-profit organization is an asset

#### F. KNOWLEDGE SKILLS & ABILITIES:

- Exceptional interpersonal, relationship, communication, and leadership skills
- Ability to coach, mentor, manage, and pioneer change
- Effective negotiation and mediation, conflict resolution, advisory, and consultation skills;
- Ability to demonstrate integrity, empathy, trust, respect, and understanding by always acting with a high degree of professionalism
- Ability to demonstrate strategic insights and operate proactively in response to the dynamic demands of First Nations
- Ability to develop and analyse risk/benefits of business plans
- Ability to effectively promote economic opportunities through various media channels;
- Experience in preparing and administering budgets:
- Ability to effectively plan, organize and implement strategic objectives;
- Effective verbal, written and presentation communication skills;
- High level of competency in computer software including Microsoft Office.

#### G. CONDITIONS OF EMPLOYMENT

- Security Clearance/Criminal Reference Check
- Valid Class G Ontario Drivers License
- Must be bondable

First Nation preference in hiring, please indicate in your cover letter.

Full job description available upon request.

Please forward your cover letter, resume, current CPIC and at least (3) professional reference letters in a sealed envelope, marked:

"Confidential"

Attention: Director Business and Enterprise Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, ON
P6A 6Z1

Or email at humanresources@batchewana.ca

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY, JUNE 1ST AT 12:00PM.

Facsimiles will not be accepted. Only those granted interviews will be contacted.

#### **Batchewana First Nation**

236 Frontenac Street /
Rankin Reserve 15D
Batchewana First Nation, Ontario
P6A 6Z1



Phone: 705-759-0914 Toll Free: 1-877-236-2632

#### A. POSITION

#### DIRECTOR OF FINANCE

#### **B. POSITION SUMMARY**

The Director of Finance is responsible for the overall financial management of Batchewana First Nation (BFN), including budgeting, financial management, preparation of financial reports and all aspects of financial administration and oversight. The Director of Finance is responsible for ensuring that the policies and procedures established by Council are carried out and that the financial records are kept up to date in an orderly and neat manner and all financial obligations are met. The Director of Finance is also responsible for the security/confidentiality of financial data and the proper storage and transfer of any financial information privy to Batchewana First Nation.

#### C. DUTIES & RESPONSIBILITIES:

- Implementation of GAAP/IFRS insuring that all budgets, financial management, records and reports meet these principles and that BFN adheres to Federal and Provincial Government Legislation, regulations and procedures.
- Provide advice to the Council, CEO, Directors and other department staff regarding financial requirements, priorities, best practices and policies as required.
- Cash flow management in coordination with contribution agreements and other sources.
- Manages investment strategies, directs financial resources and managers company assets
- Assist CEO and other Directors/staff in the development of budgets for their work plans that are in compliance with the BFN financial income on a yearly basis or as required.
- Prepare interim budget forecasts on a quarterly or as required basis throughout the year for departments.
- Ensure that all financial functions; payroll, accounts receivable/payable, bank reconciliation, cheque and travel requisitions, purchase orders, check runs, general ledger and others as required, are carried out and reconciled.
- Prepare information and working with the auditor to finalize the audit as required
- Establishing, maintaining and analyzing statistical data as required for forecasting expenditures for departments.
- Ensure preparation of tax rebates, Receiver General payments, staff benefits, GST, BFN insurance renewals, WSIB, Property Tax reconciliation and other financial reports, records and claims are managed in a timely and coordinated manner.
- Liaise with federal, provincial, and regional and local service agencies; represents, coordinates, and facilitates BFN's relations with those agencies on behalf of the Chief Executive Officer;
- Direct, oversee and review all required reports as directed by Policy
- Directs, manage and supervise Finance Department staff;

#### D. WORKING CONDITIONS:

- Normal office setting; regular scheduled hours but expected to work as required to meet critical deadlines and deal with unexpected organizational or community issues;
- Work has a high public profile, extensive public contact and subject to deadlines and interruptions;

- Work involves one on one contact and group leadership and direction;
- Work is subject to unusual and unscheduled hours;
- Multiple evolving demands and shifting priorities with frequent critical deadlines.
- May involve travel including but not limited to; training, conferences and/or development

#### E. QUALIFICATIONS & EXPERIENCE:

Bachelor degree in Business, Commerce, (CPA designation preferred) and 8 years' experience at a senior management level

OR

Equivalent education combined with 8 years' experience at a senior management level

Progressive experience in a First Nation, Aboriginal organization or the not for profit sector an asset

#### F. KNOWLEDGE SKILLS & ABILITIES:

- Thorough knowledge of GAAP and its practices;
- Ability to coach, mentor, manage, and pioneer change
- Thorough knowledge of relevant legislation regulations and acts regarding financial service delivery;
- Strong knowledge of principles and practices of budgeting and accounting in the not for profit sector;
- Sound knowledge of automated financial accounting, reporting and control systems (Sage Accpac);
- Sound knowledge of GAAP and its practices;
- Ability to interpret and monitor compliance with financial policies and procedures;
- Ability to effectively plan, organize and implement strategic objectives;
- Effective verbal, written and presentation communication skills;
- High level of competency in computer software including Microsoft Office

#### G. CONDITIONS OF EMPLOYMENT

- Security Clearance/Criminal Reference Check
- Valid Class G Ontario Drivers License
- Must be bondable

First Nation preference in hiring, please indicate in your cover letter.

Full job description available upon request.

Please forward your cover letter, resume, current CPIC and at least (3) professional reference letters in a sealed envelope, marked:

"Confidential"
Attention: Director of Finance Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, ON
P6A 6Z1

Or email at humanresources@batchewana.ca

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY, JUNE 1ST AT 12:00PM.

Facsimiles will not be accepted. Only those granted interviews will be contacted.

Carpenter / Labourer (AMIK Contracting) 1 position available **Pending Funding** 

#### Reporting Relationship:

Successful applicant will work under the direction and supervision of the foreman, other members of the company and also the Summer Student Employment Coordinator.

#### Qualifications:

- 1. Must be a Batchewana First Nation Member.
- 2. Secondary student in school and returning in the fall.
- 3. Must be between 15-21 years of age.
- 4. Communication, organization and planning skills are an asset.
- 5. Must be able to take instructions and work independently.
- 6. Must have motivational skills and be able to create a good plan of activities.
- 7. Interest in related field of study is an asset.
- 8. Must be certified in First Aid / CPR.
- 9. Must provide a clean Criminal Reference Check (CPIC).
- 10. Successful applicant must have steel toe boots/shoes.

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

- 1. The Carpenter / Labourer will follow all health and safety procedures
- 2. Will ensure work and instruction is taken seriously and with respect.
- 3. Will become familiar with the usage of a variety of power tools
- 4. Will assist with transportation of materials to job sites and help with clean-up.
- 5. Will gain knowledge in blue print reading, while assisting with painting, framing, flooring, roofing, shingling, siding and fascia installations.

Wages: \$14.00 per hour **Duration:** July 3<sup>rd</sup>, 2018 – August 31<sup>st</sup>, 2018 (9 weeks)

Please submit resume with a cover letter and Application no later than Friday June 15th, 2018 @ 4:30pm

Attention: Carpenter / Labourer Hiring Committee

Batchewana First Nation 236 Frontenac Street. Sault Ste. Marie, ON

P6A 6Z1

#### DAY CAMP COUNSELOR

## (Batchewana First Nation) 5 positions available Pending Funding

#### Reporting Relationship:

Successful applicant will work under the direction and supervision of the Summer Student Employment Coordinator.

#### **Qualifications:**

- 1. Must be a Batchewana First Nation Member.
- 2. Secondary student in school and returning in the fall.
- 3. Must be between 15-21 years of age.
- 4. Communication, organization and planning skills are an asset.
- 5. Must be able to take instructions and work independently.
- 6. Must have motivational skills and be able to create a good plan of activities.
- 7. Must be a caring individual and have a sincere interest in working with children.
- 8. Must be certified in First Aid / CPR.
- 9. Must provide a clean Criminal Reference Check (CPIC).

#### **Duties:**

- 1. The Day Camp Counselor must be able to follow instructions from the Day Camp Coordinator and Summer Employment Coordinator.
- 2. Must be able to help plan and organize activities for children ages 6-10 years old.
- 3. Must ensure a safe and healthy environment for the children.
- 4. Responsibility to fill out incident reports, a weekly journal and an evaluation at the end of the summer.
- 5. Ability to handle stressful situations.
- 6. Create a positive role model for the children and the Day Camp

Wages: \$14.00 per hour

**Duration:** July 3<sup>rd</sup>, 2018 – August 31<sup>st</sup>, 2018 (9 weeks)

Please submit resume with a cover letter and Application no later than Friday June 15th, 2018 @ 4:30pm

Attention:

**Day Camp Counselor Hiring Committee** 

Batchewana First Nation 236 Frontenac Street, Sault Ste. Marie, ON

P6A 6Z1

#### RANKIN DAYCARE TEACHERS ASSISTANT

(Batchewana First Nation)
1 position available
Pending Funding

#### Reporting Relationship:

Successful applicant will work under the direction and supervision of the teachers and supervisor of the Rankin Daycare and also the Summer Student Employment Coordinator.

#### Qualifications:

- 1. Must be a Batchewana First Nation Member.
- 2. Secondary student in school and returning in the fall.
- 3. Must be between 15-21 years of age.
- 4. Communication, organization and planning skills are an asset.
- 5. Must be able to take instructions and work independently.
- 6. Must have motivational skills and be able to create a good plan of activities.
- 7. Interest in related field of study is an asset.
- 8. Must be certified in First Aid / CPR.
- 9. Must provide a clean Criminal Reference Check (CPIC).

#### **Duties:**

- 1. The teacher's assistant will be assisting with morning, and afternoon snack. Making sure to check allergy list and also assist with clean up.
- 2. The teacher's assistant will also assist with toileting and assist with supervising the children indoors and outdoors.
- 3. Must ensure a safe healthy environment for the children.
- 4. Responsible to disinfect toys and/or other jobs as directed by teachers or supervisors.
- 5. Ability to handle stressful situations.
- 6. Create a positive role model for the children at the Daycare.
- 7. Dress accordingly to weather and job duties.
- 8. Will be assisting with Day Camp for two weeks when Daycare is closed in the summer.

**Wages:** \$14.00 per hour **Duration:** July 3<sup>rd</sup>, 2018 – August 31st, 2018 (9 weeks)

Please submit resume with a cover letter and Application no later than Friday June 15th, 2018 @ 4:30pm

Attention: Rankin Daycare Teachers Assistant Hiring Committee

Batchewana First Nation 236 Frontenac Street, Sault Ste. Marie, ON

P6A 6Z1

### DRYWALL INSTALLER

(Dave's Drywall)
1 position available
Pending Funding

#### Reporting Relationship:

Successful applicant will work under the direction and supervision of Dave's Drywall Supervisor and the Summer Student Employment Coordinator.

#### **Qualifications:**

- 1. Must be a Batchewana First Nation Member.
- 2. Secondary student in school and returning in the fall.
- 3. Must be between 15-21 years of age.
- 4. Must be able to do moderate to heavy lifting and some physical labour.
- 5. Must be able to take instructions and work independently.

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

- 1. The Drywall installer will follow all health and safety procedures.
- 2. Will ensure work and instruction is taken seriously and with respect.
- 3. Assist with installation of drywall, insulation, vapor barrier, etc.
- 4. Will become familiar with the usage of a variety of power tools.
- 5. Will ensure all others duties are completed as assigned.

Wages: \$14.00 per hour

**Duration:** July 3<sup>rd</sup>, 2018 – August 31<sup>st</sup>, 2018 (9 weeks)

Please submit resume with a cover letter and Application no later than Friday June 15th, 2018 @ 4:30pm

Attention:

**Drywall Installer Assistant Hiring Committee** 

Batchewana First Nation 236 Frontenac Street, Sault Ste. Marie, ON P6A 6Z1

# GUEST SERVICES (Silver Creek Golf Course) 2 positions available Pending Funding

#### Reporting Relationship:

Successful applicants will work under the direction and supervision of the Club House Manager/Pro Shop and also the Summer Student Employment Coordinator.

#### Qualifications:

- 1. Must be a Batchewana First Nation Member.
- 2. Secondary student in school and returning in the fall.
- 3. Must be between 15-21 years of age.
- 4. Communication skills, positive attitude and professional demeanour
- 5. Must have knowledge of the rules of golf and golf etiquette
- 6. Must be able to take instructions and work independently.
- 7. Must be courteous, pleasant and be able to deliver quality customer service
- 8. Must be able to lift up to 50 lbs.
- 9. Must be certified in First Aid / CPR.
- 10. Must provide a clean Criminal Reference Check (CPIC).

#### **Duties:**

- 1. Participate in all activities related to outside member/guest services. Activities include: serving as a valet in the bag drop area and parking lot, loading and unloading golf bags, transporting golf bags, cleaning clubs, cleaning and maintaining golf carts.
- 2. Monitor driving range throughout the day, ensuring all baskets and balls are returned
- 3. Assist with golf pro shop staff in preparing for and running tournaments clinics and other special events.
- 4. Pick up garbage, trash and fallen debris around the cart staging area, parking lot and dumpsters.
- 5. Dress accordingly to weather and job duties.

**Wages:** \$14.00 per hour **Duration:** July 3<sup>rd</sup>, 2018 – August 31st, 2018 (9 weeks)

Please submit resume with a cover letter and Application no later than Friday June 15th, 2018 @ 4:30pm

**Attention:** Guest Services Hiring Committee

Batchewana First Nation 236 Frontenac Street, Sault Ste. Marie, ON P6A 6Z1

#### **OPERATIONS & MAINTENANCE WORKER**

(Batchewana First Nation)
2 positions available
Pending Funding

#### Reporting Relationship:

Successful applicant will work under the direction and supervision of the Operation & Maintenance Coordinator, operations & maintenance staff and the Summer Student Employment Coordinator.

#### Qualifications:

- 1. Must be a Batchewana First Nation Member.
- 2. Secondary student in school and returning in the fall.
- 3. Must be between 15-21 years of age.
- 4. Communication, organization and planning skills are an asset.
- 5. Must be able to take instructions and work independently.
- 6. Must have motivational skills and be able to create a good plan of activities.
- 7. Interest in related field of study is an asset.
- 8. Must be certified in First Aid / CPR.

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

- 1. The operations and maintenance worker will follow all health and safety procedures.
- 2. Will ensure work and instruction is taken seriously and with respect.
- 3. Will assist with general maintenance repairs, community service maintenance such as water, sanitation, cemeteries and public parks.
- 4. Road maintenance as specified.
- 5. Operate hand and riding lawnmowers and weed whackers for grass cutting.
- 6. Care and maintenance of all Band asset owned buildings and surrounding grounds.
- 7. Must complete daily detailed timesheets, work orders and carry out job orders in relation to approved minor community repairs as assigned.
- 8. Must perform regular scheduled inspections and maintenance reports.
- 9. Maintain inventory control and report any repairs needed.

**Wages:** \$14.00 per hour **Duration:** July 3<sup>rd</sup>, 2018 – August 31st, 2018 (9 weeks)

Please submit resume with a cover letter and Application no later than Friday June 15th, 2018 @ 4:30pm

**Attention:** Operations & Maintenance Worker Hiring Committee

Batchewana First Nation 236 Frontenac Street, Sault Ste. Marie, ON

P6A 6Z1



#### **BATCHEWANA FIRST NATION**

#### **Child Welfare Band Representative Worker**

**Position:** 

Child Welfare Band Representative Worker

#### Job Purpose

Reporting to the Child Welfare Team Leader, the Child Welfare Band Rep Worker is responsible for a varied caseload (investigating, assessing matters and advocating for the Batchewana First Nation in matters pertaining to children in need of protection); providing support services to families, children, Alternative Care Providers and care placements; supporting children in and out of home placements in accordance with the Child and Family Services Act, Ministry Standards, Child Protection protocols, risk assessment tools, Agency policies and procedures and Batchewana First Nation Standards of Practice.

#### **QUALIFICATIONS:**

#### **Basic/Mandatory Requirements**

- Bachelor's Degree in Social Work (Honors), Registration with Ontario College of Social Workers
- Three years' experience working directly with children and families in child protection or social services.

#### **Ability Requirements**

- Knowledge of Batchewana First Nation, Nog da win da min and external Child Welfare programs and services
- Knowledge, respect and sensitivity of First Nation culture and traditions.
- Knowledge of current legislation and policies related to child welfare.
- Knowledge of external services and service agencies.
- Demonstrated ability in assessment for development of treatment and care plans.
- Demonstrated ability in interpersonal and conflict resolution; mediation and problem solving skills; conflict resolution; leading and coaching others; collaboration.
- Excellent time management; prioritizing; meeting deadlines; ability to work independently and as a team member/leader.
- Shift work, travel and on-call required.
- Valid CPIC with Vulnerable Persons Screening
- Valid Class G Driver's License, access to a reliable vehicle.

Please address your application identifying your qualifications, 3 references and CPIC, marked CONFIDENTIAL:

Child Welfare Band Representative Hiring Committee 236 Frontenac Street, Rankin Reserve Batchewana First Nation, ON P6A 6Z1

#### OR

Email: Humanresources@batchewana.ca late applications will not be accepted.

Deadline for application: June 22, 2018 @12:00 pm (Noon)

**Aboriginal preference in hiring**. For a complete job description, please contact the Administration Office at 705-759-0914. Only those granted an interview will be contacted. We thank all applicants

#### **Batchewana First Nation**

236 Frontenac Street /
Rankin Reserve 15D
Batchewana First Nation, Ontario
P6A 6Z1



Phone: 705-759-0914 Toll Free: 1-877-236-2632

A. POSITION

#### **Proposal Writer**

#### **B. POSITION SUMMARY**

The Proposal Writer researches, writes and applies for available funding and/or grant opportunities for Batchewana First Nation (BFN), from the direction of the CEO.

It is imperative that the Proposal Writer knows and understands the legal standing, assertion and direction of the Batchewana First Nation, its treaties, history, and territory as asserted by BFN.

#### C. DUTIES & RESPONSIBILITIES:

- Works and meets with all program and services directors/ managers/ supervisors/ coordinators (managerial staff) to determine opportunities for growth and development.
- Researches and uses statistical analysis to find new or upcoming opportunities to present to managerial staff.
- Coordinates with managerial staff to prioritize the grants/proposals to focus on.
- Notifies managerial staff, CEO and Chief and Council of any risks, regardless of weight, that may accompany a particular proposal/grant
- Write the prioritized funding/grant opportunities to be reviewed with the applicable managerial staff; including implementation strategies
- Responsible for adhering to all BFN's laws, policies and assertions as defined by Chief and Council
- Responsible for following all necessary legal, legislative, and restrictions that may come with funding opportunities
- Prepares presentations for managerial staff, CEO, Chief and Council and/or outside bodies as applicable
- Responsible for maintaining a professional appearance, attitude and work ethic that reflects positively on BFN
- Incorporate First Nation history, culture and values when researching, evaluating and proposing all proposals/grants
- Liaise with federal, provincial, and regional and local service agencies;
- Works with the Director of Finance to create forecasted financial data, based on the implementation of new/existing proposals;
- Work with the Director of Finance and the Director of Human Resources to develop and implement financial and human capital analysis in regards to proposals.

#### D. WORKING CONDITIONS:

- Normal office setting; regular scheduled hours but expected to work as required to meet critical deadlines and deal with unexpected organizational or community issues;
- Work has a high public profile, extensive public contact and subject to deadlines and interruptions;
- Work involves one on one contact and group leadership and direction;
- Work is subject to unusual and unscheduled hours;

- Multiple evolving demands and shifting priorities with frequent critical deadlines.
- May involve travel including but not limited to; training, conferences and/or development

#### E. QUALIFICATIONS & EXPERIENCE:

Bachelor's degree, preferably in Business or a related field with 2-3 years experience in business development, program design, delivery and evaluation; proposal development, business and strategic planning and implementation

#### OR

- Diploma, preferably in business or related field with 5 years' experience in proposal writing
- Experience in a First Nation, Aboriginal organization or the not for profit sector an asset

#### F. KNOWLEDGE SKILLS & ABILITIES:

- Exceptional interpersonal, relationship, communication, and leadership skills
- Ability to work independently or collaboratively
- Effective negotiation and mediation, conflict resolution, advisory, and consultation skills;
- Ability to demonstrate integrity, empathy, trust, respect, and understanding by always acting with a high degree of professionalism
- Ability to demonstrate strategic insights and operate proactively in response to the dynamic demands of First Nations
- Ability to develop and analyse risk/benefits of business plans
- Experience in preparing and administering budgets;
- Ability to effectively plan, organize and implement strategic objectives;
- Effective verbal, written and presentation communication skills;
- High level of competency in computer software including Microsoft Office.
- Familiar with First Nation traditions and history

#### G. CONDITIONS OF EMPLOYMENT

- Provide a clear CPIC
- Valid Class G Ontario Drivers License
- Access to an insured vehicle

First Nation preference in hiring, please indicate in your cover letter.

Full job description available upon request.

Please forward your cover letter, resume, current CPIC and at least (3) professional reference letters in a sealed envelope, marked:

"Confidential"
Attention: Proposal Writer Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, ON
P6A 6Z1

Or email at humanresources@batchewana.ca

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY June 22, 2018 AT 12:00PM. Facsimiles will not be accepted. Only those granted interviews will be contacted.



## Batchewana First Nation Education Department and Batchewana Learning Center



#### Position: Education Event & Special Projects Coordinator (Contract)

#### Reporting Relationship

Successful applicant will work directly with the Education Department Team to produce events from conception through to completion. The Event Coordinator will develop, plan and execute culturally appropriate programs and services and resources for and within the three BFN Communities (Obadjiwon-Goulais-Rankin). These programs/services will be determined based on community consultation and research of current and new initiatives.

#### Qualifications:

- Must be Batchewana First Nation Member
- 2. Post-Secondary Diploma required, minimum OSSGD
- 3. Responsible for the development of proposed budgets and financial reporting for specific programs and events
- 4. Responsible for final reports as required by the program funders
- 5. Ability to bring energy, creativity and community relations expertise
- 6. Project management, organizational, verbal and written communication skills
- 7. Outstanding ability to multi-task. Meticulous attention to detail
- 8. Proven ability to meet goals and ensure a professional execution of all related events/programs
- 9. Ability to troubleshoot critical issues in a timely fashion
- 10. Demonstrated high energy level and flexibility, pleasant persona, sound judgement, flexible, discreet and able to maintain confidential information, knowledge or correct protocol for specific situations
- 11. Ensure compliance with insurance, legal, health and safety obligations
- 12. Must be a team player, and have the ability to work with a diverse group of individuals, working in a team environment and be self-motivated
- 13. Must be able to work flexible hours

#### **Specific Duties and Responsibilities**

- 1. Liaise and conduct community forums to identify specific needs and to establish culturally appropriate programming opportunities for Batchewana First Nation Communities
- 2. Conduct research, gather information from communities and BFN service providers to establish goals, identify target groups and determine a delivery plan for culturally appropriate programs and events
- 3. Responsible for event design, planning, budgeting, marketing and delivery including final evaluations
- 4. Must work closely as a team member of BFN Education Department. Liaise with BFN program staff; Health, Teen Center, Activator and Day Care
- 5. Facilitate meetings with youth and staff to develop best practices and problem solve, as well as coordination of activities
- 6. Responsible for overall organization of delivery of programs/events, such as engaging facilitators, guest speakers, booking facilities, promotional material, transportation, catering, entertainment and final reports
- 7. Develop a customized marketing strategy for each event. Lead promotional activities and publicize event to BFN communities including, youth, parents, program staff and Chief & Council
- 8. Proactively handle any issues and troubleshoot any emerging problems on the event day
- 9. Conduct pre- and post- event evaluations and report on outcomes
- 10. Propose ideas and changes for new events to attract targeted participants
- 11. Ensure overall event/programs are delivered within time restraints of funding sources
- 12. Develop data base to manage external resources, managing event processes, coordinating meetings, preparing, monitoring and distributing event/program budgets, including attendance and overall outcomes
- 13. Current CPIC required for this position

Please submit resume with cover letter, criminal reference check and 3 working references no later than: June 22, 2018 @ 12:00pm

**Education Event & Special Project Coordinator Hiring Committee** 

Batchewana First Nation 236 Frontenac Street Batchewana First Nation, ON P6A 6Z1

OR: humanresources@batchewana.ca

#### **Batchewana Learning Center**



Job Title: Plant Superintendent

**Department: Education** 

**Reports to: Education Director** 

**Position Summary:** The candidate will assume the overall maintenance and daily janitorial duties for the School and Grounds at 15 Jean Avenue, Batchewana Learning Center

#### **Job Duties:**

- Be responsible for the care and maintenance of the School and grounds
- Be knowledgeable with the care and maintenance of the facilitates operating units (eg. Heating and ventilation units, plumbing, electrical, gas, sound and security systems.
- Be knowledgeable and responsible for the use and care of equipment needed for the maintenance of the facility and grounds including industrial cleaning equipment and supplies, vacuum cleaner, polisher, outdoor equipment for maintenance of grounds
- Be able to establish and maintain complete inventory control of facility, supplies and equipment
- Be responsible for the daily cleaning and maintenance of the interior and exterior of the school and surrounding grounds
- Sweep, mop, scrub and wax hallways and floors
- Operate industrial vacuum cleaners to remove scraps, dirt, heavy debris and other refuse
- Empty trash cans and other waste containers
- Wash windows, interior walls and ceilings
- Clear snow and ice from walkways and parking areas
- Cut grass and tend grounds
- Clean and disinfect washrooms and fixtures
- Make adjustments and minor repairs to heating, cooling ventilating, plumbing and electrical systems
- Perform other routine maintenance jobs and repairs such as painting
- Perform other tasks as required

#### Other:

Candidate must be willing to work various hours outside the normal working day. Candidate must be in good physical health and able to lift and carry a minimum of 60 lbs. Candidate must be able to work as a team member in a friendly and courteous manner with staff, students and visitors. Candidate must be able to generate reports and work schedules as required.

#### Applications accepted until June 22, 2018 by 12:00pm

Please forward your cover letter, resume, CPIC and at least three (3) references in a sealed envelope to:

Education Plant Superintendent Hiring Committee Batchewana First Nation Administration Office 236 Frontenac Street, Batchewana First Nation, On P6A 6Z1

OR humanresources@batchewana.ca

### **Batchewana First Nation Education Special Education Support Worker (10 positions)**

Employment Status: Contract August 27st 2017 - June 2019

#### **SUMMARY OF FUNCTION:**

The Batchewana Special Education Support Worker will assist Batchewana First Nation students with special education needs reach their maximum potential within the school setting. The Special Education Support Worker will use cultural teachings and a variety of programming techniques to support the strengths and needs of our students receiving special education program and services. The goal is to create a caring, productive and collaborative environment that enhances the learning experiences of students with special educational needs and allow them to work towards their true potential. The Special Education Support Worker functions within legislative requirements, regulations, policies and procedures as well as the mission, beliefs and vision of the Batchewana First Nation, and contributes to the accomplishment of the strategic priorities.

#### **DUTIES & RESPONSIBILITIES**

The Special Education Support Worker will work under the supervision of the Education Director & Special Education Case Manager, the school principal and the classroom teacher to perform the duties as outlined below.

- Assist Batchewana student(s) with special educational needs within the classroom and school.
- Assist in preparation of learning materials to address the needs of the student(s).
- Act as a resource person by utilizing cultural teachings and traditional learning techniques to support strengths and needs of the student(s).
- Attend workshops, seminars, education programs and/or meetings as requested.
- Maintain a daily log on any communication, activities and observations on student progress.
- Research and establish a personal knowledge base on learning disabilities, learning strategies and best practice.
- Fully participate and contribute as a positive member of the Batchewana First Nation Education team

#### **QUALIFICATIONS**

The Special Education Support Worker shall possess:

- A secondary school diploma or equivalent
- A postsecondary diploma or degree in the following areas would be an asset- Early Childhood Education, a Teacher Assistant diploma, Native Classroom Assistant certificate or relevant social science degree
- Previous experience working with First Nation youth
- Knowledge and understanding of Batchewana First Nation community
- Through knowledge of the range of relevant community-based and external programs and services available to community members
- Understanding of Ojibwe holistic learning approach and traditional teachings
- Ability to speak or understand the Ojibwe language would be an asset
- Familiar with school policies as it applies in the classroom and school environment
- Excellent interpersonal skills and the ability to work effectively with students and colleagues
- Ability to use good judgement in assessing difficult situations
- Ability to be consistent and display a positive/helpful attitude
- Flexibility to keep pace with an ever-changing environment
- Excellent facilitation, coordination, assessment and planning skills
- Ability to accept changes in work practices and technology
- Ability to work independently and collaboratively as a member of a team
- Excellent organizational skills, time management skills, interpersonal and communication skills, both oral and written
- Must undergo a criminal record check prior to employment
- Possess a valid driver license and car insurance certificate

Please submit resume with cover letter, criminal reference check and 3 working references no later than: June 22, 2018 @ 12:00pm

#### **Special Education Support Worker Hiring Committee**

Batchewana First Nation 236 Frontenac Street Batchewana First Nation, ON P6A 6Z1

OR: humanresources@batchewana.ca



## Batchewana First Nation Education Department and Batchewana Learning Center





Position	Special Education Case Manager	Contract August 27, 2018- June 2019
Reporting/Supervisor	Education Director	

The Batchewana Special Case Manger's position is to create a caring and productive, learning support in order to address the special education needs of Batchewana parents and student(s) in the classroom and the school/home environment.

#### **Duties and Responsibilities**

The Batchewana Special Education Case Manger's position will work under the general supervision of the Batchewana Education Director in consultation with the designated school principal(s) to perform the duties as outlined below.

- To provide special education information and training opportunities to the Batchewana communities and students/parents/guardians.
- To act as a liaison between parents/guardians and school principal(s), teachers and the Batchewana Special Education Support Workers to keep them informed and updated on their child's progress.
- To develop and implement a cohesive special education transition strategy and protocol for Early Learning, elementary and secondary students.
- To serve as a resource person for any in-service required as related to Batchewana traditional learning ways, teachings, best practices, support services and resources available.
- To provide general supervision of the Batchewana Special Education Support Workers workload and schedule and training plan.
- Documenting and maintaining all files on Batchewana student's identification, assessments and to make necessary referrals as required.
- Work in collaboration with Batchewana Data person in collecting and maintaining special education statistics.
- Will acquire and/or lobby for any special education equipment as required
- Completing all administrative and funding reports required for special education funding purposes.
- Keeping updated on legislative requirements, regulations, policies and procedures changes to inform all parties involved.

#### Qualifications

The Batchewana Special Education Case Manager position shall possess a secondary school diploma along with a post-secondary degree and/or diploma in the field of social services and counselling with a minimum of two years' experience working with First Nation youth. The applicant shall be knowledgeable and possess skills in the following areas:

- Knowledge and understanding of the Batchewana First Nation Community.
- Basic understanding of Aboriginal learning ways and traditional culture teachings. The ability to speak or understand the Ojibwa Language would be an asset.
- Knowledgeable of provincial school board policies as it applies in a school environment.
- Knowledgeable of school boards special education policies, learning supports and resources.
- Excellent interpersonal skills and the ability to work effectively with people
- Excellent oral and written communication skills
- Possess a valid driver's license and car insurance
- Be able to work flexible hours, meet deadlines and/or emergency call outs.
- Computer knowledge in Microsoft

#### Applications accepted until June 22, 2018 by 12:00pm

Please forward resume, CPIC and 3 working references in a sealed envelope attention:

Batchewana Special Education Case Manager Hiring Committee Batchewana First Nation Administration Office 236 Frontenac Street, Batchewana First Nation, On P6A 6Z1

### BATCHEWANA FIRST NATION LEARNING CENTRE EMPLOYMENT OPPORTUNITY

Position

**Teacher's Assistant** 

Department

**Batchewana Learning Centre** 

**Status** 

Contract Position: August 27 2018 - June 2019

#### **DUTIES AND RESPONSIBILITIES:**

- To work under the direction of the Batchewana Learning Centre staff and Education Director to meet the needs of the Batchewana Learning Centre students.
- To determine, recommend and assist in the program development and in the program policies as they relate to students in these specific programs.
- Will work within an established framework to provide support services that maximize student learning experiences
- To assist the Batchewana Learning Centre staff in preparation of course outlines and delivery of all programs offered:
  - Prepare learning materials for students
  - · Assist students with lessons
  - · To mark student work using marking schemes
  - · Maintain confidential student files
  - · Prepare letters / correspondence
  - Monitor attendance
  - · Call / track students

#### **QUALIFICATIONS AND SKILLS**

- Must possess the capabilities and distinctive qualities and patience to deal effectively with students
- Must possess a diploma from a program in the Social Sciences Field and/or relevant experience
- Must be able to provide a Criminal Records Check
- Strong communication skills
- Leadership, organizational, decision-making and problem-solving skills necessary to be a productive team member
- Candidates must demonstrate technological competency in Microsoft Office Software
- Knowledge and awareness of the Batchewana First Nation Education Programs
- Should be familiar with Education policies, regulations and procedure including Private School Legislation, MET Curriculum Guidelines, OSR Regulations and First Nation Program Policies
- Must enjoy working with people and demonstrate confidence in dealing with the public
- Must be bondable
- Native Counselor or Teacher's Aid Diplomas will be considered an asset
- Please forward your cover letter, resume, CPIC and at least (3) references in a sealed envelope marked;

Teacher Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, Ontario P6A 6Z1

OR: humanresources@batchewana.ca

**Deadline for application: June 22, 2018 at 12:00 noon**. Only those granted an interview will be contacted. Aboriginal preference in hiring. For a complete job description please contact the Administration Office at (705) 759-0914.



## BATCHEWANA FIRST NATION Human Services Position Description

Position:

**Teacher** 

**Employment Status:** 

Contract Position August 27, 2018- June 2019

#### The Successful applicant:

- Must possess a valid Ontario Teaching Certificate and be eligible to teach in Ontario
- Must have intermediate or Senior Qualifications
- Must possess a valid driver's license
- Must be in good standings with Ontario college of Teachers
- Must have a University Degree
- Additional qualifications in Co-op Education
- Clear CPIC

#### The Following experience would be an asset;

- Co-op
- Special Education
- Special education literacy and numeracy
- IT
- Native Education
- Ojibway as a second language

#### **Ability Requirements**

 Patient, Dependable, Flexible, Ability to work under pressure, Sensitive, Sense of Humor, Compassionate, Cooperative, Acceptance of others, Responsible, Ethical, Respectful, Enthusiastic, Good mental and physical health, Energetic, Honest, Courteous, Persistent, Confident, Punctual

Please forward your cover letter, resume, CPIC and at least (3) references in a sealed envelope marked;

Teacher Hiring Committee
Batchewana First Nation
236 Frontenac Street
Batchewana First Nation, Ontario P6A 6Z1

OR: humanresources@batchewana.ca

**Deadline for application: June 22, 2018 at 12:00 noon**. Only those granted an interview will be contacted. Aboriginal preference in hiring. For a complete job description please contact the Administration Office at (705) 759-0914.



## <u>Lake Superior Water Trail</u> Water Trail Access Point Tourism / Trail Ambassadors

The Lake Superior Watershed Conservancy (LSWC) is looking for 2 highly motivated, enthusiastic post secondary students that enjoy speaking to people and helping them to experience the best of what Lake Superior and the area has to offer. The 8-week summer student positions require travel along the shore of Lake Superior to carry out a Water Trail Survey in a variety of locations, inputting the collected data into spreadsheet provided, and sending the survey data electronically back to the LSWC office. Applicants must be 30 years old or younger, have been a registered full-time student in the previous academic year, and intend to return to school on a full-time basis in the next academic year; be a Canadian citizen, permanent resident and legally entitled to work in Canada; Knowledge of the Trans Canada Trail and the Lake Superior Water Trail is an asset. Use of a personal vehicle and a valid Ontario's Drivers License is a necessity for carrying out this job of being an ambassador for the Conservancy and for the communities located along Lake Superior.

LSWC works with the communities along the Lake Superior Water Trail to preserve the ecological integrity of the coast, and to encourage outdoor activities along the north shore of Lake Superior. Check our Web site for more information about the conservancy and job details <a href="http://www.superiorconservancy.org/lswc-summer-survey-job">http://www.superiorconservancy.org/lswc-summer-survey-job</a>

Start Date: July 4, 2018

End Date: August 26th, 2018

Hours: 35 hours per week. Work schedule is during the day and involves weekends.

Wage: \$14.00 / hour

To apply: Email a cover letter, resume and three references (contact info only, letters of reference

not required) to: Joanie McGuffin --info@superiorconservancy.org

**Application deadline is June 8th.** Interviews may be held June 11-13 location to be determined.

Address:

Lake Superior Watershed Conservancy

285 Wilson Street

Sault Ste. Marie, Ontario, P6B 2K6

#### **BATCHEWANA FIRST NATION OF OJIBWAYS ADMINISTRATION OFFICE DIRECTORY**

236 Frontenac Street / Rankin Reserve 15D, Batchewana First Nation, Ontario P6A 6Z1 Phone: 705-759-0914 Toll Free: 1-877-236-2632 Fax: 705-759-9171

Name	Position	Extension
ADMINISTRATION / FINANCE	7-03111011	Extension
Kim Lambert	Chief Executive Officer	210
Sharon (Dolly) Syrette		
Angeline (Kit) Syrette	Reception / Front Desk Accounts Receivable	200
Liz Boyer		212
	Accounts Payable	211
Cynthia Constable	Accounting/Cheque Cashing	214
Tammy Desjardins	Payroll / H.R.	208
Keesha Corbiere	Administrative Assistant	216
Rhonda M. Lesage	Finance Manager	209
Jessica Cleminson	Human Resource Manager	213
BINGO & GAMING		
Kristen Roach	Manager Bingo & Gaming	705-759-2297
CAPITAL PROJECTS		
Edmund Dubois	Capital Projects Coordinator	206
CHIEF/COUNCIL		
Dean Sayers	Chief	202
Sandra Kenny	Council Secretary	201
COMMUNICATIONS		STATE OF STA
Alexandra Syrette	Communications Coordinator	247
ECONOMIC DEVELOPMENT		The state of the s
Marlene Hewson	Economic Development Officer	224
EMPLOYMENT & TRAINING	Leonomie Bevelopment Omeer	EZ-4
Jessica Boyer	Manager	227
Sharon Boissoneau	Assistant Manager	257 257
Lands/Community Planning Manage		207
Vacant		
HOUSING	AND THE RESIDENCE OF THE PARTY	
Deeanna Hewson	Data Entry	230
Lisa R. McCormick	Housing Manager	
705-255-1870	riousing Manager	254
Ken Boyer	Project Manager	222
MEMBERSHIP / Estates/ Licensing	Project Manager	228
Lisa A. McCormick	Pand Clark	
	Band Clerk	205
NATURAL RESOURCES		
Dan Sayers, Jr.	Manager	223
Dave Sewell	Field Technician	251
Vic Bolduc	Mining & Aggregate Technician	246
Leeann Sayers	Administration	222
NIIGAANIIN		
Rhonda A. Lesage	Manager	220
Rachel Boissoneau	Intake Worker	219
Lacey Dalton	Caseworker	218
Charlotte Zack	Caseworker	221
OPERATIONS & MAINTENANCE		
Agnes Lidstone	Operations & Maintenance Manager	236
Kandyce Porter	Assistant Manager	234
Donald Jordan	Maintenance	237
Ken Virta	Maintenance	237
RANKIN ARENA		A LONDON
Kris Bain	Arena Manager	705-759-1444
	Canteen	705-759-4127
RANKIN DAYCARE		
Linda Hubert	Supervisor	705-759-0330
Janelle Boissoneau	Bookkeeper	100-108-0000
CRISIS SHELTER	Toll Free # 1-866-266-1466	705- 941-9054
Jennifer Syrette	Executive Director	202
S.I.IIIOI CYTORO	EXCOUNTED THE CLOT	202

Barbara Day	Program Support Worker	201
Vernon Desjardin	Building Superintendent	705-941-9054
BFN POLICE	Toll Free #	1-888-310-1122
Jim Sayers	Sgt.	705-759-5066
Mary Ryan	Administration	
GOULÁIS ANNEX		705-649-0743

Vacant

Obadjiwan Conference & Convention Centre

## BATCHEWANA FIRST NATION OF OJIBWAYS HEALTH DEPARTMENT DIRECTORY

210 A Gran Street / Rankin Reserve 15D, Batchewana First Nation, Ontario P6C 0C4

Phone: 705-254-7827 Toll Free: 1-855-816-9590 Fax: 705-759-8716 Health Clerk Fax: 705-759-6159

Name	Position	Extension
Elizabeth Sayers	Community Health Nurse	140
Bernadette (Bernie) Agawa	Home/Community Care Coordinator	142
Vacant	Mental Health	130
Holly Syrette	Child Welfare Team Lead/Band Rep.	148
Vacant	NNADAP - Addictions Counsellor/Worker	138
Trevor Sayers	Community Health Rep.	107
Harold Robinson (705-971-4027)	Medical Van	145
Rachelle Lambert	Healthy Babies/ Healthy Children Educator	135
Janine Gibbs	Community Mental Wellness Worker	136
Stephenie Twardzik	Human Services Clerk	108
Carolyn Ainslie	NIHB Medical Clerk	132
Cheri Boyer, RPN	Booking Clerk NP & MD	131
Vacanat	Child Welfare Band Rep.	151
Vacant	Band Rep.	133
Lisa Boissoneau	Child Welfare Team Assistant	146
Mark McCoy	Child Welfare Band Rep.	134
Rainbow Agawa	Community Support Worker	150
Sandra Dewing	Child Welfare Band Rep.	152
Teala Nadjiwon	Director of Human Services	139
Vacant	Maintenance	147
Tom Tegosh	Teen Centre	705-942-5869
Joe Sewell	Recreation Activator	705-942-5869
NOG-DA-WIN-DA-MIN		705-946-370

## BATCHEWANA FIRST NATION OF OJIBWAYS EDUCATION DEPARTMENT DIRECTORY

15 Jean Street, Sault Ste. Marie, Ontario P6B4B1, Phone: 705-759-7285 Toll Free: 1-866-339-3370

Fax: 705-759-9982

1 U.X. 100 100 000=		
Name	Position	Extension
Elaine McDonagh	Education Director / Principal	213
Christine Sayers	Post Secondary Counselor	214
Colleen McCabe	High School / Élementary School Counselor	219
Jenny Sayers	Secretary/Receptionist	201
Lana Jones	Boarding Home Program	215
Brenda Sayers	Accounting/Education	202

#### **BATCHEWANA POLICE SERVICES**

Detachment location: 52 Nebenaigoching Street, Batchewana First Nation, On P6A 6Z1 **General** Inquiries Phone: 705-759-5066 or Emergency Phone: 1-888-310-1122 OR 911 Fax (705) 759-6660

#### **BATCHEWANA BAND INDUSTRIES**

485B Gran Street, Rankin Reserve 15D, ON Canada, P6A 6Z1 Telephone: (705) 946-0746

Toll Free: 1 (877) 370-7612 Fax: (705) 946-0416

Name	Position	Extension
Warren Sayers	Park Administrator	201
Sherri Leishman	Administrative Assistant	202