Band Representative Supervisor – Outreach 194-26-1
Band Representative Program, Social Services
Full-Time

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Thursday**, November 12, 2026,** for the **Band Representative Supervisor Outreach** with **Band Representative Program, Social Services**. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications are accepted through My Job Search. **NO LATE APPLICATIONS ACCEPTED.**

Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

JOB SUMMARY: The **Band Representative Supervisor Outreach** reports to and works under the direction and supervision of the Manager Band Representative Services or designate. This position works collaboratively with the Band Representative Supervisor, Band Representatives and Prevention Services in the Community.

This position provides oversight to staff who work with families involved with the Band Representative transitional housing program, Youth in Transition, Post Majority Support Services, the AADR Worker and Transitional Support Staff.
The Band's Representative Supervisor of Outreach Services is responsible to ensure that all services to Six Nations children, young persons and their families are provided in a manner that recognizes their culture, heritage, traditions, connection to their communities, and the concept of the extended family. They ensure that Six Nations children, youth and their families receive information, support and advocacy in relation to all child protection court proceedings and participates in all meetings as it relates to our members involvement in the Child Welfare system.
The Band Representative Supervisor of Outreach Services will provide direction, strategic leadership advice and assistance to the Outreach Support Unit in the execution of their tasks and responsibilities.

Type	Full Time
Closing Date	November 12, 2026
Hours of Work	35 hours weekly
Wage	Minimum $70,400

*A competitive compensation package will be offered commensurate with qualifications. *

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.

BASIC QUALIFICATIONS:

- Will have a university degree or community college diploma in social work or related area, preferably a Bachelor of Social Work (BSW);
- Will have three years supervisory experience in a social service setting;
- Registered with the *Ontario College of Social Workers and Social Service Workers* or other professional college designated by the Worker's education.
- Will have extensive knowledge of federal and provincial regulations related to social services and the child welfare system, such as the *Child, Youth and Family Services Act (2017)* and/or *Family Law Act (1990)* and associated regulations and processes.
- Willing to obtain *Applied Suicide Intervention Skill Training* (ASIST) and *Mental Health First Aid*, or relatable certification
- Working knowledge of evidence-based practices and assessments to support crises, traumatic events, self-harm ideation, and other stressful matters for children, staff, and families.
- Experience and demonstrated understanding of working with marginalized and/or oppressed families as well as a clear understanding of their experience navigating independence, poverty, and familial stress.
- Knowledgeable of the impacts of multi-generational trauma on families and the Community
- Will be knowledgeable about Haudenosaunee Culture and the contemporary characteristics of any social issues within the Six Nations social structure.
- Preference will be given to Six Nations of the Grand River Band Members, persons of Haudenosaunee ancestry, or persons of Indigenous ancestry.

SUBMISSION PROCEDURE: (Choose <u>one</u> method <u>ONLY</u>):

<u>Method #1: Online</u>

1. Please visit: My Job Search to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
    a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
    b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
    c. Copy of your education diploma/degree/certificate and transcript.
3. If you have any questions or need assistance, please reach out Lesleigh Rusnak, HR Business Partner at 519-445-2223 ext. 4343 or via email at HRBP1@sixnations.ca.

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Method #2: GREAT – Applications must include all of the following:

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

Band Representative Supervisor – Outreach – Full Time – 194-26-1

c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69, 16 Sunrise Court
Ohsweken, Ontario N0A 1M0

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POSITION TITLE: Band Representative Outreach Supervisor

REPORTING RELATIONSHIP:

The Band Representative Supervisor of Outreach Services reports to and works under the direction and supervision of the Manager Band Representative Services or designate. This position works collaboratively with the Band Representative Supervisor, Band Representatives and Prevention Services in the Community.

PURPOSE & SCOPE OF THE POSITION:

This position provides oversight to staff who work with families involved with the Band Representative transitional housing program, Youth in Transition, Post Majority Support Services, the AADR Worker and Transitional Support Staff.

The Band's Representative Supervisor of Outreach Services is responsible to ensure that all services to Six Nations children, young persons and their families are provided in a manner that recognizes their culture, heritage, traditions, connection to their communities, and the concept of the extended family. They ensure that Six Nations children, youth and their families receive information, support and advocacy in relation to all child protection court proceedings and participates in all meetings as it relates to our members involvement in the Child Welfare system.

The Band Representative Supervisor of Outreach Services will provide direction, strategic leadership advice and assistance to the Outreach Support Unit in the execution of their tasks and responsibilities.

KEY DUTIES & RESPONSIBILITIES:

1. Technical Functions

- Demonstrating as the Band Representative Supervisor of Outreach services, the highest standards of service consistent with Six Nations Social Services principles working with children and families involved in the child welfare system.
- The Supervisor will oversee Outreach staff to support children and families within the Provincial and Federal legislation related to child welfare. This position will work closely with collaterals within the child protection services regarding Six Nations Children involved with Ogwadeni:deo and other Children Welfare Agencies.
- Overseeing the development, operation and maintenance of the 12-plex transitional housing program and ensuring that appropriate supports and services are in place to meet the needs of the program participants.

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- The Supervisor is responsible for providing leadership, and oversight and direction to the staff.
- The Supervisor will provide direction, leadership and assistance to the unit staff in the execution of their responsibilities.
- Ensuring that staff remain current with any changes to general policy, legislation, regulations and guidelines and able to apply with confidence and within the scope of the Six Nations policies.
- Assisting staff with the development of individual work plans and assigning case management to staff.
- Monitoring unit staff performance recommending specific training to improve case management and administrative skills and assisting with such training as required.
- Conducting annual staff evaluations and performance coaching as needed.
- Orienting new staff to the responsibilities and work of the unit. Supervise and mentor a team of social service professionals, providing guidance, support, and professional development opportunities
- Awareness of Health and Safety and Occupational Health responsibilities as the Supervisor and employee.
- Conducts supervision responsibilities as required for case files and clinical decisions required.

2. Administrative Functions

- Effective liaison with staff, community members, public within the scope and responsibility of the position.
- Updating the Manager or designate informed of trends and matters requiring administrative attention and political advocacy.
- Awareness and follow the social media and communication guidelines and procedures.
- Maintains confidentiality and ensures compliance following the *Personal Health Information Protection Act (PHIPA*) and the *Personal Information Protection and Electronic Documents Act (PIPEDA)* legislation regulations.
- Participates in team approaches to resolving issues, conflicts, and problems that may arise in the process of providing support services
- Represent Six Nations Elected Council and community in a positive, courteous, cooperative and professional manner.

3. Communications Functions

- Monitoring the work of the unit and recommending operational policy, program and job description changes and staffing actions to the Manager, and participating in staffing actions for the unit;
- Assisting with the development of the coming year program plan and tracking goals and objectives from previous years.
- Comprehensive use of the existing Data System and monitoring staff use, and file management of cases and activities are entered in accordance with guidance and best practice.
- Preparing monthly/annual unit operational reports and participating in regularly scheduled and case meetings as required.
- Engaging staff in decision making respecting unit problem-solving, planning and development.
- Reviewing and approving unit expenditures (Travel claims, supplies, emergency care costs, etc)
- Monitoring expenditures against budget and advising the manager with respect to any current-year deviations from expenditure plan as well as coming-year projected budget requirements.
- Approving leave applications and ensuring that case responsibilities are transferred to other staff as required.
- Developing protocols/relationship agreements with Child Welfare/Child-Wellbeing agencies which respects customs and values of Six Nations in the best interest of the children, in accordance with legislation.
- Build working relationships with child welfare/child-wellbeing agencies, foster parents and local agencies; promoting client centered approach with respect to heritage, culture and traditions; through delivery of resource material, presentations and workshops; which will assist in preparing culturally safe homes for children and youth who lack family or community connections for placement.
- Develop program to meet the needs of the clientele type we serve.
- Ensure needs of the Outreach Support team are met and securing office space if needed and debriefing as required.

4. **Other Functions**
   - Performs Other related duties as may be assigned by the Manager or designate.
   - Participation in the Community Emergency response plan.

WORKING CONDITIONS:

- Moderately high public profile, as the Supervisor is required to liaise with other service providers, agencies, courts, community, as well as the unit's interests internally.
- Must exercise sound judgment and discretion when dealing with sensitive, internal and external matters.

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- Must maintain confidentiality and act in the Best Interest of Six Nations of the Grand River children, youth and families.
- Conditions are subject to time deadlines with regards to case management and statistical reporting requirements, with numerous interruptions from other staff and from the community.
- Ability to work independently and interact with tact, discretion and diplomacy
- Requires a high degree of flexibility with regard to scheduling in order to assist/ supervise response to client emergency, and to ensure agency financial statistical reporting requirements are met.
- Direct high risk contact due to predisposition of some clients;
- Some travel required.
- Works in a climate-controlled environment.
- Some evening and weekend meetings and appointments and available for after hour support and emergencies.
- Proven ability to work under high pressure and demanding situations.

WORKING RELATIONSHIPS:

Works with Manager Band Representative Services or designate

The Manager of Band Representative Services, receives direction, guidance, and discusses plans, priorities, or interacts to ensure tasks are done efficiently and effectively, receives instruction, supervision.

Working with Band Representative Supervisor

Band Representative Supervisor to support the day to day supports that families and children may require and providing links other services as needed.

Working with Other Staff

Other staff/other Six Nations agencies – with courtesy cooperation and teamwork.

Working with Public/Clients

With public/clients - represents and promotes the Six Nations Band Representative Outreach Services program in a courteous, positive, and cooperative manner, provides information and assistance;

Working with External Agency

External agencies – represents and promotes Six Nations interests related to Child and Family Services program; maintains awareness of legislation, policy and program changes; seeks to develop sound professional working relationships.

KNOWLEDGE AND SKILLS:

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Minimum Requirements:

- Will have a university degree or community college diploma in social work or related area, preferably a Bachelor of Social Work (BSW);
- Will have three years supervisory experience in a social service setting;
- Registered with the *Ontario College of Social Workers and Social Service Workers* or other professional college designated by the Worker's education.
- Will have extensive knowledge of federal and provincial regulations related to social services and the child welfare system, such as the *Child, Youth and Family Services Act (2017)* and/or *Family Law Act (1990)* and associated regulations and processes.
- Willing to obtain *Applied Suicide Intervention Skill Training* (ASIST) and *Mental Health First Aid*, or relatable certification
- Working knowledge of evidence-based practices and assessments to support crises, traumatic events, self-harm ideation, and other stressful matters for children, staff, and families.
- Experience and demonstrated understanding of working with marginalized and/or oppressed families as well as a clear understanding of their experience navigating independence, poverty, and familial stress.
- Knowledgeable of the impacts of multi-generational trauma on families and the Community
- Will be knowledgeable about Haudenosaunee Culture and the contemporary characteristics of any social issues within the Six Nations social structure.
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Other Preferred Skills:

- Will be thoroughly familiar with the relevant legislation, regulations and guidelines.
- Will have extensive knowledge of traditional approaches to helping.
- Will have extensive knowledge of assessment and diagnostic techniques.
- Understanding ethical, legal, and regulatory requirements in the social services and child welfare sector, and the ability to ensure that programs are delivered in compliance with these requirements.
- Ensure compliance with federal, provincial and local regulations
- Advocate for policies and practices that protect children
- Handle high-profile child welfare cases and crisis situations in a confidential and respectful manner.

Ability Requirements

The successful applicant(s) will demonstrate ability to:

- Work cooperatively with and provide leadership to other staff;
- Act decisively in crisis situation;

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- Relate effectively to clients and their extended families;
- Relate effectively to the staff and management of external agencies;
- Relate effectively to lawyers and judges;
- Work effectively with children, family and other community members;
- Effectively interpret client needs in relation to services/resources available within and external to Six Nations' Programs;
- Monitor, evaluate, plan and implement case management procedures;
- Update information systems, review information system data and prepare/present concise reports and legal documents.
- Analyze proposed legislation, regulations, or rule changes in order to determine how agency services could be impacted.
- Understanding of ethical, legal, and regulatory requirements in the social services sector, and the ability to ensure that programs are delivered in compliance with these requirements

IMPACT OF ERROR:

Errors in judgement and in the conduct of duties could lead to loss of credibility, poor public relations, public confusion, serious impacts on clients, and legal liability to self and to Six Nations Elected Council.

CONTROL:

Works within the organizational structure and administrative policy and procedures established by the Six Nations of the Grand River Employment Policy;

Works within the Six Nations of the Grand River Social Services values, principles, and mission statement, and the Six Nations of the Grand River Band Representative Services policies as set by the Six Nations Elected Council;

Works within the policies and procedures established through service contracts by the Six Nations Elected Council and the funding agency (Ministry of Community and Social Services), and within the legislation of the Child, Youth and Family Services Act.

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