MICHIPICOTEN FIRST NATION

EMPLOYMENT OPPORTUNITY

BAND REPRESENTATIVE

(Internal/External Posting)

October 27, 2026

Michipicoten First Nation (MFN) is a vibrant community located near Wawa, ON and approximately 225 km from Sault Ste. Marie, ON. With a small number of members on reserve and the majority dispersed around the globe, Michipicoten First Nation strives to maintain harmony and balance with Mother Earth, neighbouring First Nations, and surrounding communities, while building on socio-economic independence and a strong sense of community and cultural identity.

JOB SUMMARY

The role of the First Nation (Band) Representative is critical in serving the children and families of Michipicoten First Nation (MFN). Under the Ganaw-Zhawenjige Department, the Band Representative is a highly motivated individual with exceptional advocacy skills, possessing critical knowledge of the *Child, Youth and Family Services Act* and the *Act Respecting First Nations, Inuit, and Métis children, youth and families.*

Reporting to the Band Representative Intake Supervisor, the Band Representative acts on behalf of MFN as a party under the CYFSA to advocate for the best interests of children affiliated with MFN and involved with Child Welfare, both on and off reserve. The incumbent will work in partnership with MFN legal, prevention team members, external child welfare agencies and linking families to supports. The Band Representative ensures that the rights of children and their families are respected throughout the planning process and court proceedings and works to ensure a culturally appropriate disposition of the case. Flexible hours and the ability to travel are required.

PRIMARY RESPONSIBILITIES

- Provide Legal Representation at Court Proceedings and Advocate for the family
- Maintain knowledge of legislation and Child Welfare Practices
- Coordinate cases with Interagency
- Provide Family Support and referrals
- Address Prevention and Cultural Continuity
- Case Administration, Documentation and Reporting

QUALIFICATIONS

Education & Training

- Minimum Post-Secondary (Diploma or Degree) in Social Work, Social Science, or related field.
- Successful completion of the First Nation Child Welfare Advocate (FNCWA) Certificate Program is considered.

Experience

- Minimum three (3) years working experience with a First Nation Community in the social services field.
- Direct experience working with Indigenous families.

Knowledge, Skills & Abilities

- Extensive knowledge and understanding of provincial and federal child welfare legislation
- Able to interpret legislation, regulations, and legal documents.
- Knowledge of court proceedings involving child welfare and protection matters.

- Able to apply best practices from an Indigenous perspective
- Proven ability to exercise discretion in handling confidential subject matter.
- Knowledge of Case Management techniques.
- Knowledge of and respect for Anishinaabe values, teachings, culture, and traditions is of critical importance
- Excellent verbal and written communication skills, necessary to be effective in negotiation, advocacy, facilitation, collection, and dissemination of information.
- Ability to exercise discretion in handling highly confidential subject matters
- Strong knowledge of Anishinaabe culture and history
- Proficiency in MS Office applications, various software, and the internet
- Ability to work flexible hours, including evenings and/or weekends and travel at minimal notice
- High level of integrity, work ethic and ability to exercise discretion in highly confidential subject matters

Other

- Must have a valid driver's license, access to a reliable vehicle and be able to provide a satisfactory driver's abstract.
- Satisfactory Criminal Reference Check with Vulnerable Sector Screen
- Must provide and maintain a minimum of one million vehicle liability insurance.

LOCATION: Michipicoten or Sault Ste. Marie

TERM: Permanent, Full-time

WAGE RANGE: $34.38-$38.30/hour

TO APPLY: Please submit your cover letter and resume as one document to **hr@michipicoten.com** with the position title in the subject line no later than **November 13, 2026**. A full job description is available upon request to Human Resources. **Michipicoten members and Indigenous applicants are encouraged to self-identify.**

Michipicoten First Nation is dedicated to promoting equity and diversity and serving the interests of its members. The successful candidate will primarily serve the interests of Michipicoten members, and preference will be given to MFN members and Indigenous candidates who possess the necessary qualifications.