



Sqwá (Skwah) First Nation

Phone: 604.792.9204

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P.O. Box 178

Chilliwack, BC, V2P 6H7

Sqwá First Nation Family Representative– Employment Opportunity

Sqwá First Nation is seeking to fill the position of a Squwá First Nation Family Representative. The Family Representative provides advocacy and support to families who are involved with the Ministry of Children and Family Development or Xyólheméylh – Fraser Valley Aboriginal Children and Family Services Society (designated agencies) to ensure that the rights of Squwá children and families are respected. The Family Representative represents all Squwá First Nation membership children, regardless of location, before the courts; will ensure the heritage, cultural traditions, identity, and rights of Squwá First Nation children are protected and preserved by all parties involved in child welfare matters. The Family Representative will be responsible for exploring the readiness to exercise Squwá First Nation jurisdiction over Child and Family Services (CFS) and in developing the Child and Family Service programs prior to entering into coordination and agreement discussions. The Family Representative will engage with child and family services providers and participate in child and family service matters as set out in provincial, territorial, and federal child and family services laws.

Reporting Relationship: This position will be under the supervision of the Squwá Chief Executive Officer and will receive direction and guidance from the Squwá Designated Representative, Chief and Council and the Children and Family Services Committee.

Responsibilities:

- Serve as the main contact between a Squwá First Nation and child and family service providers
- Ensuring that child and family service providers address needs of Squwá First Nation children, youth, and families, including needs tied to culture, land and geography, and the effects of historical and contemporary disadvantages
- Building and maintaining meaningful cultural, family, and community connections for Squwá First Nation children, youth, and families involved with the child and family services system
- Facilitating the reunification of Squwá First Nation children and youth in care with their family
- Supporting Squwá First Nation children, youth, and families involved/at risk of involvement with the child and family services system outside of their home communities, including working across different regions and jurisdictions
- Supporting Squwá First Nation youth and young adults with post-majority care
- Participating in child and family services administrative processes and court proceedings
- Accessing legal resources to represent the Squwá First Nation's interests in child and family services administrative and court proceedings

- Receiving and responding to notices under provincial, territorial, and federal child and family services laws
- Helping families access prevention supports
- Supporting customary care; kinship care, and alternative care arrangements
- Providing or arranging alternative dispute resolution (circle processes, Indigenous approaches)
- Monitoring agreements with child and family services providers pertaining to individual children, youth, and families
- Participating in the development and monitoring of services plans with child and family service providers (safety planning, permanency planning, after care plans, youth transition/ post-majority care plans)
- Complete and submit program internal and external reporting, as necessary
- Participate in overall Sqwá policy development and decision making related to children and family services
- Develop, implement, and ensure compliance with Sqwá First Nation Family Representative policies and practices.
- Support with the management of Sqwá First Nation Representative budgets and expenditures
- Support with meeting coordination, Agenda development and meeting notes for the Sqwá Children and Family Committee, Xyolhemeylh meetings, and other relevant meetings
- Perform other job-related duties as assigned by the Sqwá Chief Executive Officer

Knowledge and Experience:

- Certificate/Diploma or higher in a related field such as Social Work, Human Justice, Law, or related fields
- Strong planning, community mobilization and inter-cultural communication
- Prior experience within human services (2+ Years)
- Prior experience working in management (1+ Years)
- Excellent organization, problem-solving, and time management skills
- Strong commitment to confidentiality
- Able to work efficiently as part of a team as well as independently
- Must possess a valid Class 5 Driver's License
- Current CPIC and Vulnerable Sector Check
- Knowledge of Act 92
- Knowledge of First Nation policies and legislations, AOPSI, the B.C. Child, Family and Community Services Act, and other relevant legislation
- Experience working in First Nations communities
- Knowledge and understanding of First Nations issues such as Residential Schools, Sixties Scoop and Government policy on First Nations
- Knowledge and understanding of First Nations Child and Family Services

- Knowledge of the Provincial Child and Family Services Act
- Demonstrated flexibility, adaptability, and the ability to perform and collaborate under challenging conditions
- Strong computer skills and extensive knowledge of the following applications:
 - MS Office, Windows, Word, Excel, PowerPoint, MS Project, Outlook
- Aptitude to be proactive requiring minimum direction

Salary: Annual salary dependent on qualifications and experience

Status: Full-Time Position, subject to a 3-month probationary period, successful performance evaluations, and continued funding

Benefits:

- Company Pension
- Disability Insurance
- Extended Health, Vision Care & Dental
- Employee Assistance Program
- Paid time off

Application Deadline 4:00 pm February 17, 2023

Candidates will be screened according to their qualifications, and are required to submit a resume, cover letter and 3 references. Please include position title **Sqwá First Nation Family Representative** on subject line and mail, fax, or email your application to Sqwá (Skwah) First Nation:

Email: reception@skwah.org

Fax: 604.792.1093

Mail: 615 Wellington Ave, Chilliwack BC V2P 8A8

Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal Ancestry.

We regret that we will only respond to those applicants chosen for an interview. We thank all applicants for their interest.