



AOPFN EMPLOYMENT OPPORTUNITY

Home & Community Care Coordinator

Department: Tennesco Manor

Supervisor: Tennesco Manor Supervisor

\$38.46 - \$42.45 per hr - Based on Education & Experience

35 hrs/ week - Full-time Permanent

Deadline to Apply: Friday, July 31st, 2026 at 12:00PM

The Home and Community Care Coordinator functions as a member of the health team to coordinate components of the home care services. Develop and maintain a good working relationship with all government agencies, native organizations, associates and business associates of the Algonquins of Pikwakanagan.

DUTIES AND RESPONSIBILITIES:

1. Service Delivery

- The Home and Community Care Coordinator will oversee program development:
- maintain ongoing planning and formalization of the Home and Community Care service plan;
- Implement the essential service elements as identified in the service plan (nursing assessment,
- Managed care, referti-als, medical supplies and equipment)
- Review and update existing policies and procedures for all aspects of program delivery
- Functions as a member of the health team for case management
- Coordinate accessibility to the remaining service elements

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Degree or diploma in Registered Nursing (RN)
- Current registration with the College of Nurses and in good standing
- Current membership with the Registered Nurses Association of Ontario
- Carry current malpractice insurance
- Certified in CPR and First Aid
- Minimum of 2 years nursing experience in an Aboriginal community

CONDITIONS OF EMPLOYMENT:

- Proof of Registration with the Ontario College of Nurses and/or applicable Association; annual compliance with the quality assurance continuing competence program; maintain membership and maintain liability insurance.
- Proof of a minimum of a class "G" driver's license and driver's abstract.
- A clear Vulnerable Sector Check; to be provided annually.
- Valid First Aid, CPR, AED,

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Home & Community Care Coordinator

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers:

- Pension Plan
 - (Permanent EE only)
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
 - (Conditions Apply)
- 14 Provincial and Federal Statutory Holidays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards
- Half days on Fridays prior to holiday Mondays
 - (Conditions Apply)

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.