



Pikwakanagan Tíbadjūmowín

Chibayatigo-kíjigad Pidji-Pibòn Kìzis 17, 2021

Friday December 17, 2021

view on-line at: www.algonquinsopikwakanagan.com

Facebook : Algonquins of Pikwakanagan First Nation

Email: reception.admin@pikwakanagan.ca

2nd Annual Pikwakanagan Christmas Parade

Come one, come all....

Community Businesses

Administration Departments & Programs

Chief & Council

JOIN US to make our
community Christmas parade
bigger and better than last year!

This year's theme is:



"A Gingerbread Christmas"



Monday, December 20th

all floats will depart from the
Makwa Centre parking lot at 1:00 p.m.

Be creative with your float ideas! Let's
spread holiday cheer and put smiles on
everyone's faces, tis' the season after all!

Please contact Kerry at 613-625-2682 to
register your float entry...



Winter Solstice Feast

CHIEF AND COUNCIL IS HOSTING A DRIVE THROUGH FEAST
TO CELEBRATE THE WINTER SOLSTICE FOR ALL MEMBERS
ON DECEMBER 21, 2021. 5 P.M.
FOOD WILL BE PROVIDED BY WHITEDUCK CATERING

REGISTER WITH KERRY ANDREWS
BEFORE DECEMBER 12, 2021
613-625-2682

ABOUT THE CHEF: WHITNEY WHITEDUCK COMBINES ANCESTRAL
KNOWLEDGE AND INGREDIENTS, CREATING BOTH HOMESTYLE
AND ELEVATED FARE SUITABLE FOR EVERY OCCASION.

WHAT'S ON THE MENU:
OVEN ROASTED MOOSE, WHIPPED POTATOES WITH GRAVY, GARLIC BUTTER CARROTS, CHICKPEA SALAD.
DESSERT - POACHED PEAR

Visit With Santa!

This year Santa will be stopping at the Makwa Centre on Wednesday, December 22nd between the hours of 9:30 a.m. and 4:00 p.m.

All parents of children between the ages of 0-11 years are encouraged to bring your little ones by to receive a gift and a small treat from Santa as they enjoy a short but sweet little visit with the jolly fella!

If you are planning to visit and you reside outside Pikwakanagan please register with Kerry by Thursday, December 9th at Noon! You will need to provide the name and ages of the child/children you will bring to see Santa on the 22nd. Open to all Pikwakanagan children between the ages of 0-11 years on and off-reserve but please ensure you register if you reside off and plan to attend!

Call Kerry or Ryan at 613-625-2682 to register (off-reserve only).

We look forward to this little visit with you all....



ALGONQUINS OF PIKWAKANAGAN FIRST NATION

VACCINATION TEAM

COVID-19

VACCINATION CLINIC



Ages 5 to 11

Postponed to Tuesday December 21

You must pre-register your child!

Algonquins of Pikwakanagan Vaccination Team will be offering a vaccination clinic for children ages 5 to 11*. This announcement follows Health Canada's approval of Pfizer pediatric formulation of the COVID-19 vaccine.

Residents can pick up a consent form from the Health Centre for their child and schedule an appointment starting Friday November 26th – Upon scheduling, a Vaccination Team Member will be contacting parents/guardians to review the consent form and answer any questions.

Please contact the Health Services for any questions – **613-625-2259**

*5-year-old age group applies to all children who will be turning 5 by December 31st, 2021.

Algonquins of Pikwakanagan Vaccination Team

Hosted by – The Family Health Team



Crisis Lines

Mental Health Crisis Line~1-866-996-0991

Kids Help Line~1-800-668-6868

Youth Crisis Line~ 1-877-377-7775

The Grind after hours crisis~613-401-4890
(7days/week~4pm-10pm)

Women's Sexual Assault Centre of Renfrew
County~
1-800-663-3060

Bernadette McCann House~
1-800-267-4930



Resources

FROM NNADAP FOR FAMILIES AND INDIVIDUALS

DRUG, ALCOHOL, GAMBLING HOTLINE
1-866-531-2600

OTTAWA DETOX~ 613-241-1525

NATIONAL OVERDOSE PREVENTION LINE 24/7
1-888-688-6677

PROVIDES SPOTTING SUPPORT WHILE USING ALONE & WILL CONTACT
EMS IF NEEDED

<https://coda.org/>
co-dependants Anonymous-family
member support group & Information
for supporting a loved one with
addictions

<https://pembrokeaa.org/meetings/>
local and online meetings for alcoholic
anonymous

<https://virtual-na.org/meetings/>
Virtual 24/7 Narcotics Anonymous Group

Local Resources

EMS- emergency medical
services
9-1-1

VTAC ~ 1-844-727-6404

Telehealth ~ 1-866-797-0000

Poison Control ~ 1-800-268-9017

Eganville Foodbank ~
613-401-5785
165 John Street

Pembroke Foodbank ~
613-732-3807
295 First Street (Holy Name Annex)

HELP/CRISIS LINES

HOPE FOR WELLNESS
1-855-242-3310

ONTARIO CAREGIVER HELPLINE
1-833-416-2273

ELDER ABUSE PREVENTION
ONTARIO
1-866-299-1011

TALK 4 HEALING
FOR INDIGNEOUS WOMEN
1-855-554-4325

INDIAN RESIDENTIAL SCHOOL
SURVIVORS SOCIETY
1-866-925-4419

AOPFN3rd Vaccine Clinic



3rd Vaccines Available

We will be scheduling various 3rd vaccine clinics in the New Year, please contact the Health Services Building at the number below, leave your first and last name, contact information as well as which vaccine you previously received.

Please note that you must be passed the 3-month date of your second vaccine to receive your 3rd vaccine.
613-625-2259 ext 225 or assistant.health@pikwakanagan.ca

AOPFN COVID-19 Testing

AOPFN is offering expanded COVID-19 Testing for all Community members in the event your family members are experiencing symptoms or may have come into contact with a suspect case.

Testing will take place at the
Mino-Pimadizi Gamik Health Center.

To book an appointment please contact:
613-625-1175

Monday 9:00 am - 11:00 am

Wednesday 9:00 am - 11:00 am



Pidji-Pibòn Kìzis

Moon of Coming Winter

December

Trapping

Looking to see if the membership has an interest in taking a trapper's course

The intent is to gather a list of names who would be interested

If you are interested, please provide your name to Curtis Jahn at
613-625-2800 or email:

assistant.lem@pikwakanagan.ca

If you have already taken the trapper course and /or require assistance to renew your trappers licence, please contact Kassandra Sackaney or Curtis Jahn at 613-625-2800 or email:
assistant.lem@pikwakanagan.ca
as soon as possible

SAFETY OF OUR COMMUNITY

We need your help to make our community a healthier and safer place to live. Investigations are ongoing on potential illegal activities that are taking place within our community.

We are asking if you see any type of illegal activity taking place to call and report it every time you see it happening. By doing this you will be providing information that is necessary for police investigations.

CrimeStoppers

**1-800-222-TIPS (8477) or
613-735-477**

The police need the support and help of the community to stop criminal activity that is putting our community at risk.

Garbage & Recycling Holiday Schedule

Friday December 24th – Container Recycle pick up

Sunday, December 26th – Dump open (9 A.M. to 3 P.M.)

Wednesday December 29th – NO CURBSIDE PICKUP

DUMP WILL OPEN AT 12P.M. to 6 P.M.

Thursday December 30th – Fiber (cardboard) Recycle pick up

Friday December 31st – Container Recycle pick up

Sunday January 2, 2022 – Dump open (9 A.M. to 3 P.M.)

Wednesday January 5th, 2022 - NO CURBSIDE PICKUP

DUMP WILL OPEN AT 12P.M. to 6 P.M.

Thursday January 6th, 2022 – Fiber (cardboard) Recycle pick up

Friday January 7th, 2022 – Container Recycle pick up

Sunday January 9th, 2022 – Dump open (9 A.M. to 3 P.M.)

**While the office is closed over the holiday season any urgent Public Works matters can call
613-639-3309.**

We also want to remind the community that our staff are working very hard to ensure our roads stay clear. Please ensure that your vehicles are not parked on the side of the roads.

As 2022 approaches, the Public Works department want to extend our sincere gratitude to our members who have been patient as we restaffed, and wish you all a safe and happy holiday.



Community Justice Worker

Available 8:30-4:30

justice.mhs@pikwakanagan.ca

mobile: 1-613-633-3586

- Help to understand the justice system and processes
- Help to access Mental Health Court
- Support to access Restorative Justice practices
- Support for individuals AND family members whose loved ones are attending court
- Support for people who are witnesses or victims of crime
- Information, advice and referrals for people who
 - are navigating the Criminal Justice System
 - need help accessing Victim Services
 - need to apply for Legal Aid

NNADAP

Matt Hutten

BEST WAY TO REACH

MATT:

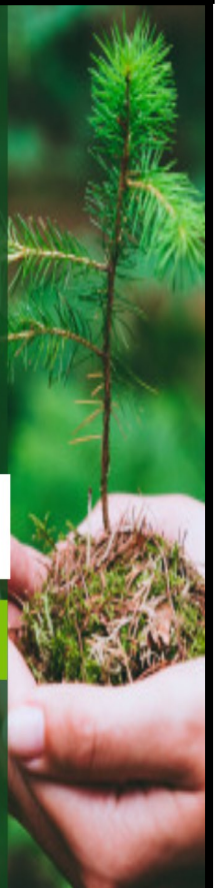
613-570-0356

Monday-Friday

8:30AM-4:30PM

ALTERNATIVE CONTACT INFORMATION

- Email: addictions.mhs@pikwakanagan.ca
- Office: 613-625-2259 ext. 238





DIABETES SHARING CIRCLE

*Every 3rd Friday of the month from 10am-12 noon
at the Elders Lodge.*

Come learn about different topics in relation to
Type 2 Diabetes.

Stay for the group discussion and healthy snacks
afterwards.

The first session will be Jan 21st, 2022

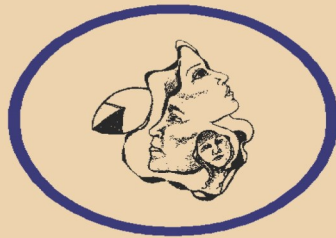
ANISHINABEK GAMIK IS INVITING YOU TO

NAMING CEREMONY of THE CHILD WELL- BEING LAW for PIKWAKANAGAN -COMMUNITY GATHERING-

WHEN: DECEMBER 18, 2021

TIME: 10:00 AM - 2:00 PM

**LOCATION -Makwa
(83 Kagagimin Inamo)**



SPEAKERS:

CHIEF WENDY JOCKO
COUNCILLOR, BARBARA SARAZIN
CHIEF NEGOTIATOR, KIRBY WHITEDICK
ALEXANDRA FREED (FIRST NATION CHILD WELFARE)
KATHERINE & RUTH (HENSEL BARRISTERS)

CULTURAL FACILITATORS:

AIMEE BAILEY & PETER BEAUCAGE

LUNCH IS PROVIDED

**Covid-19 Health & Safety Measures Maintained
Limited Capacity/Seating**

Notice:

AOPFN Office closed
from December 24,
2021 to January 10,
2022

Next week Newsletter
available on
December 23, 2021

TV SHOW FILMING IN PIKWAKANAGAN

There will be a Radio-Canada (French CBC) TV Series that will begin filming in Pikwakanagan in **SPRING 2022!** The television show name is **Eaux Turbulentes** (Troubled Water), which is a French language dramatic series that follows the storyline of an investigator who tries to solve mysterious murders that happen in Queensbury, a fictional city in Ontario. In this season, an investigation reveals disturbing information about a large residential development project that is provoking a lot of protests among Indigenous communities in northern Ontario, especially in Kapešiwiniw reserve, a fictional First Nation in Ontario that will be portrayed by Pikwakanagan.

As part of the filming, there will be opportunities for community members to be a part of the production in the following areas;

Some property owners will be contacted, requesting use of their property (land and/or home), to be used for filming. The property owners will be **compensated** should they agree.

An **Open Casting Call** will be held to allow the opportunity for community members to submit for a chance to fill these First Nation roles on the show! These acting opportunities will be for speaking roles, non-speaking roles, and background roles. All these roles will include **compensation**. Please know that these opportunities will only be open to those that are double vaccinated.

This is a tremendous opportunity to highlight the beauty of our community as well as providing the opportunity for any members with a passion for TV and Film.

Letters to property owners will be sent out in the coming weeks, and the Open Casting Call will be posted within the community (Newsletter, Social Media, Posters) in January 2022.



Notice: AOPFN Members

Log Building For Sale

AOPFN is now accepting bids on this log building.

The purchaser must dismantle and remove this building from the property at own expense.

Send your Expression of Interest and Bids to:

communications@pikwakanagan.ca

Or: 613-625-2800, ext 253

Closing date: December 23, 2021 @ 12:00 noon



Building Measurements: 24 X 40 ft.

Please note, the interior of the building has been vandalized, there are no windows or doors intact.

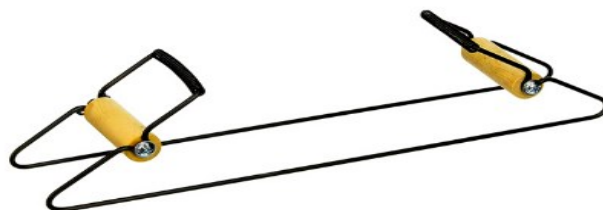
Holiday Closure

Omàmiwininì Pimàdjwown
office and gift shop will be closed
December 24 – January 9.
Staff will return to regular office
hours on Monday, January 10

**Gift Shop will remain closed
January 10-14, 2022**

for our mid-year inventory.
Regular Gift Shop hours will resume
Monday, January 17 (10 a.m. – 4 p.m.)

**Omàmiwininì Pimàdjwown
is hosting a 4-week looming class**



January
5, 12, 19 & 26
Wednesday evenings
5:30p.m – 7:30 p.m.
Elder's Lodge

Open to AOPFN members and their families.
Register by Friday, December 17, 2021

Please note that you will need to present proof of full vaccination

Contact Katie Commanda
katie@thealgonquinway.ca
613-625-1958

MAKWA COMMUNITY CENTRE

Capacity Limits – Various Hall Use

As of November 22, 2021

PRIVATE HALL RENTALS

- Maximum capacity is 100 people (meetings, private parties, weddings, funerals, etc.)

FITNESS CENTRE

- 4 persons at one time

MAIN GYM

- 6 persons at one time for Recreational Use (Basketball, Floor Hockey, etc.)

* Please note all individuals attending any of the above activities/events must complete screening upon entry to the facility and provide proof of vaccination.

These current regulations and guidelines for the Makwa Community Centre are subject to change at any time and without notice, for example should our Emergency Response Control Team deem it necessary and/or guidelines significantly change under Ontario.

We thank you for your understanding and continued cooperation as we all make our way through this pandemic. We want to do our absolute best to ensure Pikwakanagan remains at ZERO cases.

For more information or to book an activity time or event, please contact
Kerry or Ryan at 613-625-2682.

Miigwech,

Kerry Andrews

Manager, Sports & Recreation

**OMAMIWININI PIMADJWOWIN
ALGONQUIN WAY CULTURAL CENTRE**

COMMUNITY RECIPE BOOK

Have a good traditional recipe to share? We would like to put together a community recipe book.

Send recipe and photo to
Katie Commanda
katie@thealgonquinway.ca
or drop off at 469 Kokomis Inamo, Unit 1
Call: 613-625-1958



Euchre

**Sunday Afternoons @ 1 PM
Elders Lodge**



Doors open at 12:15 PM

**\$5 to play
\$2 or 3/\$5 for 50/50 Draw
\$1 pop/water**

**Highest \$20
Runner Up \$10
Lowest \$5**



13 Moons Public Art Project - Call for Ideas and Images!

Tesasini (Flat Rock) Park, the new NCC waterfront park along the river in Gatineau at Zibi, is being developed for next summer. The Memengweshii Council in collaboration with the Zibi Project has chosen this site as a location to further explore interpretations the 13 Moons as seen on Turtle's shell. We are now looking to the Indigenous community for ideas and designs on this theme.

The selected image(s) will be used to develop artwork integrated into the site. Everyone, of all ages and skill levels, is welcome to participate!

The concept: 13 unique turtles creatively placed within the park, waiting to be found by the park visitors, offering a unique cultural educational opportunity for everyone. This could be metal turtle sculptures embedded into the sidewalk or railings, a turtle carved into large rock pieces, or perhaps a new idea!

We are now looking to you for ideas and participation on this project. Your idea submission could contain any of the following:

- A drawing of the form of a turtle. Could be hand drawn or digital.
- A written description of the shape or features that would be important.
- A written description for which interpretive information should be included.
- Anything else you would like us to know!

The first ten (10) submissions will receive a \$50 gift card to spend at Beandigen Café located at Lansdowne Park, which features not only great coffee, [but](#) also all sorts of Indigenous vendors.

The selected submission will win the grand prize of a \$250 Visa gift card. Ownership of the image or artwork will remain property of the artist and will have their name included in descriptive park signage. If interested, the artist is welcome to collaborate and learn how their drawing can be transformed into public art!

All requests for additional information, and final submittals should be sent to oneplanet@zibi.ca

All submissions are due by January 7, 2021.



INDIGENOUS CRISIS LINE

1-800-588-8717

Available 24/7 for you or anyone you know who needs to talk due to the current events and findings from residential schools

Please know that Sandi and the mental health team is available for support as well

Sandi Wright: Adult Mental Health Counsellor

613-639-9189

Monday-Friday
8:30am-4:30pm

**Algonquins of Pikwakanagan
Elders Lodge**

**For Rentals contact Sandy
@ 613 717 2894**



Food Bank in Pikwakanagan Information

Change in service hours and days.

The Food Bank will be available one day a week.
You can access the Food Bank service on
Wednesday evenings.

The Foodbank will be open ONE evening per week and that evening is Wednesday's from 5:00 p.m. to 8:00 p.m.

We ask you to be mindful of these accommodations and ensure you place your orders as outlined below and to please respect the hours and days in place.

Please return all Culligan bottles and note that the Culligan water service provided by the Foodbank will not be in operation any longer! All Foodbank users must revert back to how they got their Culligan water prior to Covid-19!

How to place an order:

- Call **613-639-1633** and place an order over the phone
- Text **613-639-1633** and place an order via text
- Go to this link online <https://forms.gle/SNxriP159GJ63Jmv9> and place your order

When to place an order:

- Foodbank users are to call by Tuesday's at noon or place an online order by Tuesday's at noon each week!
- Online orders can be placed at any time before Tuesday's.
- Pick-up or delivery can be arranged/requested when placing your order.

For any questions about the foodbank please email Kerry at mgr.sports.rec@pikwakanagan.ca

TEMPORARY COVERAGE PROVIDED BY:

Manager – Kerry Andrews

EMPLOYMENT OPPORTUNITY	
YOUTH WORK EXPERIENCE PROGRAM 2022	
Eligible participants include:	
First Nation youth who ordinarily reside on reserve;	
Inuit youth who are residents in Canada but who reside outside their territory and are no longer eligible to be funded by their territory (proof of refusal is required);	
Between the ages of 15 and 30 (inclusive) at the time of application;	
Not in school, unemployed, or underemployed	
Tenure: January 17, 2022 to May 27, 2022 (19 weeks)	Salary: \$15.00 per hour
<p>Various Positions within the organization of the Algonquins of Pikwakanagan First Nation</p> <ul style="list-style-type: none"> • Receptionist/Administrative Assistant, General Government Department • Administrative Assistant, Finance Department • Office Clerk, Public Works Department • Economic Development Assistant, Economic Development Department • Other positions to be determine <p>Please submit your resume and cover to the contact person below. Please have your cover letter indicate the position you are applying for.</p> <p><i>Full vaccination against COVID-19 is a condition of hire (subject only to any legislation or legal principles that may apply). This applies to all classifications of employees. Official proof of COVID-19 vaccination in the form of a copy of an Ontario Ministry of Health vaccination certificate (or is equivalent from another jurisdiction) must be submitted prior to the commencement of employment.</i></p>	
<p style="text-align: center;"><u>Deadline to apply: January 10, 2022 @ 4:00 p.m.</u></p>	
<p>CONTACT PERSON: Tiffany Dedo, Employment Development Officer Phone #: (613) 625-2800 x 253 Address: Algonquins of Pikwakanagan First Nation, 1657A Mishomis Inamo, Pikwakanagan, ON K0J 1X0</p>	
<p>Electronic applications can be sent to: employment.officer@pikwakanagan.ca</p>	



EMPLOYMENT OPPORTUNITY

Job Title	Registered Early Childhood Educator			
Department	Mindiwin Manido Daycare Center			
Supervisor/Manager	Britney Sarazin, A/Supervisor, Mindiwin Manido Daycare Center			
Salary Scale	Commensurate with Experience			
Job Status	Contract – Maternity Leave Coverage			
Contract Length	Start	Immediately	End	April 2022
Hours Per Week	40 hours weekly			
Benefits	AOPFN understands family needs take priority in one's life and as part of our commitment to being a competitive employer we provide our employee's flexible hours, federal and provincial statutory holidays. We also promote a team-based working environment with a focus on learning and development to promote employee growth and opportunity. We offer a variety of incentives in our competitive compensation plan that meet today's living needs. AOPFN is an equal opportunity employer located on the beautiful shores of Golden Lake, ON Canada.			
Posting Status	Internal Only Internal/External X			
Start Date of Posting	Friday December 17 th , 2021			
Closing Date of Posting	Friday December 31 st , 2021 at 4:30PM			
Selection Process	Interview	X	Rating	X Selection X
Job Description	<p>The Early Childhood Educator is responsible for the overall daily supervision, monitoring, care and nurturing of children enrolled in the Mindiwin Manido Day Care program;</p> <p>The Early Childhood Educator is responsible for the delivering of a children's educational and developmental program that encompasses a wholistic and interdisciplinary team approach.</p> <p>The Early Childhood Educator will interact and communicate with parents/guardians for the overall benefit for the child and/or children.</p> <p>Key Responsibilities and Duties</p> <ul style="list-style-type: none"> • Child development and teaching methods. • Aboriginal culture and language. • Legislation, mandates, standards of practice, policies and procedures relevant to Early Childhood Educators. • Actively supervises, guides and assists children in daily activities, outings and field trips. • Assists children with nutritional and personal care needs including but not limited to toilet, diapering procedures, personal hygiene and medical. • Interacts with children and builds positive relationships. • Ensures an inclusive environment for all children. • Assists with the development, implementation, evaluation and modification of a children's educational and cultural program. • Provide activities and opportunities i.e. learning through play that encourage curiosity, exploration, and problem-solving appropriate to the development levels of the children. • Creates an environment conducive to learning and appropriate to the physical, social, intellectual, cultural and emotional development of the children with an emphasis on language development. • Observes, guides and facilitates the development and positive behaviour of children. • Use and promote active listening skills. • Assist with the development, implementation, evaluation and modification of individual educational and developmental plans (IEDP); • Maintains daily journals and/or portfolios of each Childs' progress, including samples of their artwork, writing, etc. • Interacts with parents, guardians and family to support the children. <p>Other Key Skills</p> <ul style="list-style-type: none"> • Utilizes an interdisciplinary team approach to child care, development and education. • Participates in case management and IEDP with parents/guardians and professionals, when required. • Provides orientation to families on programs and activities. • Collaborates with parents/guardians to identify a child's strengths, needs and interests. • Communicates with parents/guardians through the use of daily sheets, notes and/or verbally. 			

Minimum Qualifications	<ul style="list-style-type: none"> • Early Childhood Education Diploma. • Experience working in a licensed child care setting as an Early Childhood Educator. • Registered and in “good standing” with the College of Childhood Educators of Ontario (CECE). <p>Current First Aid and CPR “Level C” certification.</p> <p>Condition(s) of employment</p> <ul style="list-style-type: none"> • An acceptable Criminal Records Check and Vulnerable Sector Check; annually. • Certificate of medical health by a physician and complete record of immunization; annually. • Current CPR & Standard First Aid Certificate. <p><i>Full vaccination against COVID-19 is a condition of hire (subject only to any legislation or legal principles that may apply). This applies to all classifications of employees. Official proof of COVID-19 vaccination in the form of a copy of an Ontario Ministry of Health vaccination certificate (or its equivalent from another jurisdiction) must be submitted prior to the commencement of employment.</i></p>
Submit Cover Letter and Resume To	<p>Human Resources Algonquins of Pikwakanagan First Nation 1657A Mishomis Inamo Pikwakanagan, ON K0J 1X0 employment.officer@pikwakanagan.ca</p> <p>Subject Line: Registered Early Childhood Educator</p>
<p><i>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.</i></p> <p><i>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.</i></p>	



EMPLOYMENT OPPORTUNITY

Job Title	Prevention Administrative Program Assistant			
Department	First Nations Child Welfare			
Supervisor/Manager	Alexandra Freed			
Salary Scale	Commensurate with Experience			
Job Status	Contract			
Contract Length	Start	January 4 th , 2022	End	August 2023 Maternity Leave Coverage
Hours Per Week	35 hours weekly			
Benefits	AOPFN understands family needs take priority in one's life and as part of our commitment to being a competitive employer we provide our employee's flexible hours, federal and provincial statutory holidays. We also promote a team-based working environment with a focus on learning and development to promote employee growth and opportunity. We offer a variety of incentives in our competitive compensation plan that meet today's living needs. AOPFN is an equal opportunity employer located on the beautiful shores of Golden Lake, ON Canada.			
Posting Status	Internal Only Internal/External X			
Start Date of Posting	Friday December 10 th , 2021			
Closing Date of Posting	Friday December 24 th , 2021 at 4:30PM			
Selection Process	Interview X	Rating X	Selection X	
Job Description	<p>To provide full program services and assistance for all day-to-day matters pertaining to Anishinabek Gamik Pikwakanagan Child and Family Services. Must be ready, willing, and able to develop and maintain a good working relationship with all governments, agencies, First Nation organizations, associations, and business associates of the Algonquins of Pikwakanagan.</p> <p>The Prevention Administrative Program Assistant provides a complete range of professional administrative support to a team of people and develops culturally relevant programming to resolve child welfare crisis and action plans to divert future and/or similar crisis.</p> <p>To provide professional program services with integrity, professionalism, and sound judgement to ensure complete confidentiality of information and respects and safeguards privacy entitlements of all members of the community.</p> <p>Key Responsibilities and Duties</p> <ul style="list-style-type: none"> • Records and information management, archival centre, and system. • Regular required reports, written monthly reports and correspondence. • Correspondence tracking and follow-ups bring forward systems. • Assessment of community needs to determine types of social groups that would best address issues. • Multigenerational social interacting for assisting with the delivery of activities that brings together the community Elders with the young people. • Facilitates group activities with children, youth, and adults. • Answers incoming calls and directing accordingly and recording messages when appropriate. • Greets and assists the public and staff with general inquiries, directing the public to the appropriate personnel. • Work for action; obtaining briefing notes, reports or other relevant information required by the department. • Plans programming with Prevention Family Support Worker to co-facilitate with target population. • Assists the First Child Welfare Supervisor in the development of workplans. <p>Other Key Skills</p> <ul style="list-style-type: none"> • Experience with computers, MS software programs, and Internet. • Experience in general office procedures and practices. • Experience working with the public. • General knowledge of prevention services/child and family services programs/services, principles, policy, procedures and with community-based service resources. • Knowledge of administrative policies and practices. • Knowledge of the culture and social structure of the Algonquins of Pikwakanagan First Nation. • Strong oral, written and listening communication skills. • Appreciation of and empathy with the needs of the clients. • Ability to deal with constant interruptions and varied clientele. • Highly motivated to work independently on assigned work. • Possess tact, judgement, initiative, motivation, reliability. • Possess good organizational skills 			

Minimum Qualifications	<ul style="list-style-type: none"> • Post Secondary education related to social services, child and youth worker program, office administration or grade 12 with 2 years current work experience in administrative support. <p>Condition(s) of employment</p> <ul style="list-style-type: none"> • Must have a Class ‘G’ Ontario Driver’s License, access to a vehicle. • Must have \$1M automobile insurance coverage. • Complete and signed Code of Conduct and Confidentiality Agreement. • Maintain a valid Vulnerable Sector Screening Check. • Current CPR & Standard First Aid Certificate. • Willing to work flexible hours. <p><i>Full vaccination against COVID-19 is a condition of hire (subject only to any legislation or legal principles that may apply). This applies to all classifications of employees. Official proof of COVID-19 vaccination in the form of a copy of an Ontario Ministry of Health vaccination certificate (or its equivalent from another jurisdiction) must be submitted prior to the commencement of employment.</i></p>
Submit Cover Letter and Resume To	<p>Human Resources Algonquins of Pikwakanagan First Nation 1657A Mishomis Inamo Pikwakanagan, ON K0J 1X0 employment.officer@pikwakanagan.ca</p> <p>Subject Line: Prevention Administrative Program Assistant</p>
<p><i>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.</i></p> <p><i>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.</i></p>	



EMPLOYMENT OPPORTUNITY

Job Title	Lands & Environment Officer
Department	Lands, Estate and Membership
Supervisor/Manager	Kassandra Sackaney, Manager, Lands, Estate and Membership
Salary Scale	Commensurate with Experience
Job Status	Permanent Full-Time
Hours Per Week	35 hours weekly
Benefits	AOPFN understands family needs take priority in one's life and as part of our commitment to being a competitive employer we provide our employee's flexible hours, federal and provincial statutory holidays. We also promote a team-based working environment with a focus on learning and development to promote employee growth and opportunity. We offer a variety of incentives in our competitive compensation plan that meet today's living needs. AOPFN is an equal opportunity employer located on the beautiful shores of Golden Lake, ON Canada.
Posting Status	Internal Only Internal/External X
Start Date of Posting	Friday December 10 th , 2021
Closing Date of Posting	Friday December 24 th , 2021 at 4:30PM
Selection Process	Interview X Rating X Selection X
Job Description	<p>The Lands & Environment Officer will be responsible for implementing and administering the First Nation Lands Management Code by developing a Land Use Plan and an Environmental Management Plan.</p> <p>The Lands & Environment Officer will act as Deputy Registrar for registration of legal land documents; will develop, implement, and administer Land laws, Environmental laws and a Geographic Information System that includes technical expertise and making recommendations on program delivery and policy development.</p> <p>Key Responsibilities and Duties</p> <ul style="list-style-type: none">• Works with the Manager for the development of a Land Use Plan• Research and development Land Laws, Policies and Procedures.• Implements and maintains an up-to-date land registry and survey records system according to approved lands policy and procedures.• Verify land status to determine any encumbrances, vacant possession etc. prior to completing land transactions.• Assists the membership and lessors in preparation and completion of land transactions documents such as leases, transfers, assignments, allotments and permits.• Ensure accuracy of documents and all statutory requirements are met.• Register document under the FNLMC and issue Certificate of Possession (CP).• Coordinate basic land surveys to retrace lot lines of "band land" and CP lots as required.• Coordinate land appraisal services, as required.• Assist in the resolution of land disputes and offer solutions.• Administer and monitor all member lease agreements to ensure land use is in accordance with the agreement and implement collection of rents.• Manage services for designating burial sites and record keeping.• Develops and maintains all administrative process and procedures related to land use.• Develop, interpret, and administer land laws. <p>Other Key Skills</p> <ul style="list-style-type: none">• Strong interpersonal skills; able to work independently and in a team environment.• Conflict resolution and mediation.• Provide direction and supervision of staff.• Tact, discretion, and a professional level of confidentiality.• Sensitive to aboriginal and non-aboriginal cultural differences and values.• Compassionate and empathetic• Willingness to work evenings and weekends, when required.• Able to travel and work outside.• Develop laws, policies, and procedures.• Plan, coordinate, develop and evaluate programs and services.• Research, analyze, conceptualize, and organize information.• Effectively communicate verbally and in writing.• Present, facilitate and consult with individuals and/or groups.• Ability to read legal survey plans.• Prepare and review land related legal documents for accuracy and legal requirements.• Update, maintain and produce plans, maps, and report on a Geographic Information System.• Proficient use of computers, data base systems, internet research, e-mail systems and web pages

Minimum Qualifications	<ul style="list-style-type: none"> • Post-Secondary diploma in Geographic Information Systems (GIS); Legal Program or successful completion of the National Aboriginal Lands Officer Certification Program with two years' experience working in a land use related field. OR • Secondary School diploma with a minimum of five years' experience working in land use related field. <p>A minimum of a valid class "G" driver's license and access to a dependable vehicle.</p> <p>Condition(s) of employment</p> <p><i>Full vaccination against COVID-19 is a condition of hire (subject only to any legislation or legal principles that may apply). This applies to all classifications of employees. Official proof of COVID-19 vaccination in the form of a copy of an Ontario Ministry of Health vaccination certificate (or its equivalent from another jurisdiction) must be submitted prior to the commencement of employment.</i></p>
Submit Cover Letter and Resume To	<p>Human Resources Algonquins of Pikwakanagan First Nation 1657A Mishomis Inamo Pikwakanagan, ON K0J 1X0 employment.officer@pikwakanagan.ca</p> <p>Subject Line: Lands & Environment Officer</p>
<p><i>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.</i></p> <p><i>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.</i></p>	

ALGONQUINS OF PIKWAKANAGAN FIRST NATION MEMBERSHIP ADDITIONS

Name	Family Line	Date Posted	Appeal Period Ends
Baptiste, Magann	Baptiste	29 June 21	29 Dec 21
Roes, Hannah	Pesindewate/Commandant	16 July 21	16 Jan 22
Taylor, Hunter	Bernard	16 July 21	16 Jan 22
Taylor, Brooke	Bernard	16 July 21	16 Jan 22
Potvin, Raena	Kohoko	16 July 21	16 Jan 22
Langlois, Giselle	Pesindewate/Lamure	23 July 21	23 Jan 22
Gagnon, Christopher	Meness	23 July 21	23 Jan 22
Theriault, Shawn	Jocko	26 July 21	26 Jan 22
Theriault, Sophia	Jocko	26 July 21	26 Jan 22
Theriault, Luc	Jocko	26 July 21	26 Jan 22
Theriault, Maxim	Jocko	26 July 21	26 Jan 22
Theriault, Blake	Jocko	26 July 21	26 Jan 22
Roes, Donald	Pesindewate/Commandant	17 Aug 21	17 Feb 22
Daviau, Violet	Meness	24 Aug 21	24 Feb 22
Atkins, Maeva	Tenascon	24 Aug 21	24 Feb 22
Robertson, Rebecca	Lavalley	24 Aug 21	24 Feb 22
Marshall, Jewel	Tenascon	24 Aug 21	24 Feb 22
Townsend, Tammy	Jocko/Lavalley	24 Aug 21	24 Feb 22
Frederick, Jason	Lavalley/Tenascon	24 Aug 21	24 Feb 22
Frederick, Shannon	Lavalley/ Tenascon	26 Sept 21	26 Mar 22
Robertson, James	Lavalley	01 Oct 21	01 April 22
Law, Elizabeth	Meness	01 Oct 21	01 April 22
Murphy, Shane	Sharbot	14 Oct 21	14 Apr 22
Aube, Robert	Meness	14 Oct 21	14 Apr 22
Cook, Jason	Jocko	15 Nov 21	15 May 22
Taylor, Logan	Bernard	15 Nov 21	15 May 22
Taylor, Alexis	Bernard	15 Nov 21	15 May 22
Griffiths, Jacqueline	Lavallee	15 Nov 21	15 May 22
Naylor, Lisa	Lavallee	15 Nov 21	15 May 22
Bartlett, John	Pesidewate/Lamure	16 Nov 21	16 May 22
Bartlett, Olivia	Pesidewate/Lamure	16 Nov 21	16 May 22
Bartlett, Claire	Pesidewate/Lamure	16 Nov 21	16 May 22
Borrowman, Wesley	Lavalley	01 Dec 21	01 June 22
Tokio, David	Lavalley	01 Dec 21	01 June 22
Ewing, Quinton	Lavalley/Francois	01 Dec 21	01 June 22
Sarrazin, Marie	Pesidewate/Lamure	01 Dec 21	01 June 22
Meness, liyla	Meness	01 Dec 21	01 June 22

To appeal the addition of one of the above persons becoming a Member of the Algonquins of
Pikwakanagan First Nation, please refer to your Membership Code, available on our website or in the
Lands, Estates & Membership Department or email at mgr.lem@pikwakanagan.ca

Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo Pikwakanagan, ON Koj 1Xo

Office : (613) 625-2800 Fax : (613) 625-2332

HOURS OF OPERATION Monday - Friday 8:30 am to 4:30 pm

12:00 -1:00 pm Closed for LUNCH

****HOLIDAY CLOSURES****

New Year's Day, Family Day, Good Friday, Easter Monday, Victoria Day, National Aboriginal Day, Canada Day,
Civic Holiday, Labour Day, Thanksgiving, Remembrance Day & Christmas Day.

Closed between Christmas & New Year's Day

**AOPFN EMPLOYMENT
OPPORTUNITIES**

Application Procedure: Interested persons must submit a resume demonstrating how the basic requirements are met and the names and day contact telephone numbers of your three (3) most recent direct supervisors. If direct supervisor references are not available, then references that know your work may be accepted. Indicate which competition you are applying for by referencing the Position Title.

Screening Procedure: Applicants will be screened on the following: 1.) Conflict of Interest - the applicant must not be a member of the Supervisor's immediate family; 2) Resume – the content will be reviewed to ensure the applicant meets the basic requirements.

Affirmative Action Criteria: Positions may be subject to AOPFN Policy supported by Section 16 of the Canadian Human Rights Act - Aboriginal Employment Preferences Policies.

Interviews: Due to Covid-19 all interviews will be conducted virtually by Zoom. AOPFN has the right to short list for interview/assessment purposes to the five (5) most qualified persons and typically establishes an eligibility list.

LEGAL ADVICE

Criminal or Family Legal advice call:

Duty Counsel at 613-735-3400

**CONWAY'S PHARMACY REMOTE
DISPENSING LOCATION IS OPEN**

Regular business hours are

Mondays, Tuesdays, Thursdays Fridays 9am to 4pm
(closed 12 - 1)

Wednesdays 9am to 1pm

We are closed weekends and holidays

Delivery is available Monday to Friday

Phone 613-625-9974 Fax 613-625-2068

Thank you

Natalie Commanda, Pharmacy Technician

Joseph Conway, Pharmacist

ANIMAL CONTROL

June Logan: 613-625-2545 or (613) 602-3626

WASTE DISPOSAL SITE

Open Wednesdays: 12-6 pm & Sundays 9am-3:00 pm

CURBSIDE PICK-UP

Garbage: Wednesdays Cardboard: Thursdays
Containers: Fridays

Must have items at curbside by 9 am

CRISIS NUMBERS

EMERGENCY SERVICES 911

Toll-free, bilingual telephone support via the 24/7
Crisis Line: 1-866-996-0991

Drug, Alcohol, Gambling Hotline **1-866-531-2600**

Bernadette McCann House **1-800-267-4930**

Women's Sexual Assault Centre **1-800-663-3060**

Ontario Caregiver Helpline **1-833-416-2273**