



Pikwakanagan Tibadjumowin

CHÌBAYATIGO-KÌJIGAD AKAKODJISH-KÌZIS 23, 2024
FRIDAY, FEBRUARY 23, 2024

WWW.ALGONQUINSOFPIKWAKANAGAN.COM | 613-625-2800

CONTENT

- State of Emergency - Community Update
- Program & Events Calendar
- News & Events
- Health Information
- Employment Opportunity
 - Neyagada Wabandangaki Guardian
 - Community Health Nurse
 - Mental Health Program Assistant
 - Restorative Community Justice Worker
 - Post-Secondary Education Coordinator
- External Employment Opportunity
 - Omàmiwininì Pimàdjwowin - Cultural & Language Manager
- Call to Tender
 - Catering - Spring Equinox Catering
- Membership Additions
- Community Information



Algonquins of Pikwakanagan
First Nation

Indigenous Career Fair

When: **Monday,
February 26, 2024**

Time: **9:00AM - 4:00PM**

Location: **Algonquin College
1385 Woodroffe Ave.
Ottawa, ON**

Located in the "Nawapon" Room
"C" Building

Lunch to be provided

For more information and registration
please phone or email:
Danny Sarazin
procurement.officer@pikwakanagan.ca
(613) 625-1551 * 106



COMMUNITY UPDATE X

Pikwakanagan Opioid Crisis

February 23, 2024



STATE OF EMERGENCY

Algonquins of Pikwakanagan First Nation Chief and Council with the support and direction of the community members declared a State of Emergency recognizing the serious health, social, and safety issues that are ongoing in the community due to the opioid crisis.

This community-driven effort continues to grow and provide, education, programs, services, events, and activities for the community members through the Community Taskforce with the support of the Emergency Response Control Group (ERCG), AOPFN Staff, and Partnered Agencies to support the specific goals brought forward by the community for the community.

EMERGENCY RESPONSE CONTROL GROUP (ERCG):

The ERCG weekly meetings continue to develop and share, share research, connect with further partnerships with provincial and federal government agencies and surrounding communities on the goals that have been established by the community to gain access and provide supports and services to community members.

The ERCG continues to strive towards the long-term plan for the Opioid Crisis, while implementing items brought forward through the Community Taskforce. These goals include community safety and enforcement, additional support and treatment services, land-based healing and peer support groups, among other beneficial aids such as:

- First Response & Paramedic Services
 - Now in the community and the relationship continues to grow.
- Enforcement Services & Community Well-Being
 - Relationship's continue to grow
 - Options and alternatives are being discussed within the Community Taskforce Meetings
- Access to Treatment Centres
- Crisis Lines & Local Support Resource Lists
- Education & Awareness

COMMUNITY TASKFORCE

The Community Taskforce has meetings on a bi-weekly basis, while Volunteers work on tasks established at meetings..

Community Volunteers are working on previous action that had been shared through discussion with the group, around the four pillars that were established at previous meetings.

Two groups formed to develop Honour and Remembering loved ones from the community and Awareness Signage, around education, information and other key items, they continue to develop this signage and ideas to provide to the community.

The next Community Taskforce meeting is scheduled for Thursday, March 7th, 2024 and will continue the discussions on the four pillars that match the community members vision, requests, and next steps, where the signage will be shared with the group and additional information shared from this weeks meeting will be continued for discussion and development.

WORDS OF AFFIRMATION

- I am getting better and better every day.
- All I need is within me right now.
- I am an unstoppable force of nature.
- I am a living breathing example of motivation.
- I am inspiring people through my work.
- I am not pushed by my problems; I am led by my dreams.
- I can be whatever I want to be
- I am not defined by my past; I am driven by my future.
- I use obstacles to motivate me to learn and grow.
- I am constantly growing and evolving into a better person.



2024 FEBRUARY

S	M	T	W	T	F	S
				1 🌸	2	3 🌸
4	5 🌸	6 🌸	7 🌸	8	9	10 🌸
11	12 🌸	13 🌸	14 🌸	15	16	17 🌸
18	19 🌸	20 🌸	21 🌸	22 🌸	23 🌸	24 🌸
25	26 🌸	27 🌸	28 🌸	29		

- * Every Tuesday Night - Grief Support Night
- * Every Wednesday Night - 12 Step Program
- * Every Sunday Night - Euchre Nights @ Elders Lodge
- * Every Monday - Yoga Series
- * Saturday Nights - OP Culture Nights (March 2nd -9th)
- * Feb 23rd - Trivia Night
- * Feb 23rd - Deadline for food voucher call ins
- * Feb 25th - Yoga Workshop
- * Feb 28th - Voucher Pick Up



News & Events:

YOGA SERIES

with Amber

Beginner level classes
Build mind-body-spirit
connection through
intentional movement and
breath

Students can expect a one-
hour facilitated class
Mats and props provided

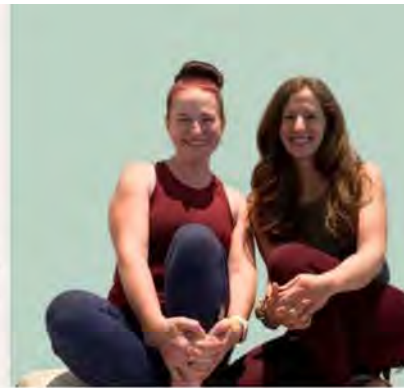
Jan 15 - April 01

MONDAYS 5 - 6 PM

HEALTH CENTRE

Restoring Inner Balance: Yoga for Regulating Your Nervous System

Registered Psychotherapist Marli Nicol &
Yoga Therapist Katrina Kahn



WORKSHOP

WHEN

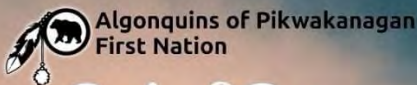
SUNDAY
February 25th
@ 11am - 2pm

WHERE

Health Centre

REGISTER W
CAROLYN
BY FEB 22ND
613 625 2259
MINIMUM OF
7 REQUIRED

build connection
through theory
and
facilitated
movement



Algonquins of Pikwakanagan
First Nation

Grief Support Circle

Join this safe space to
share and learn about
grief and loss.

Please contact Alexis Roesler to receive Zoom link: (613) 625-2259


Tuesdays at 7pm EST,


February 6-March 12 on Zoom


**Blackbird
Medicines**



12 Steps Program ALL WELCOME!

 Every Wednesday!

 7:00PM - 8:00PM

 Pikwakanagan Health Centre

FISH HARVEST

December 22, 23 – May 31, 24

This event will only take place when the ice is safe and on many lakes throughout our territory. Community members are requested to bring fish home for our Elders and Community. Once we feel we have enough to share we can come together and clean, debone, wrap and distributed to our Elders and community members.

Contact Dale at 613-401-3180

Everyone welcome to participate!



AOPFN ALGONQUIN KNOWLEDGE AND LAND USE STUDY

We are looking for Algonquins of Pikwàkanagàn First Nation members to participate in our new study!

What is an Algonquin Knowledge and Land Use Study (AKLUS)?

An AKLUS is used to map AOPFN knowledge, land use, and places that have been used by AOPFN members.

How can I participate?

We will be interviewing land users in the community as well as remotely. There will be an honorarium for participating.

Who is conducting this study?

The AKLUS is being undertaken by AOPFN, with support from Shared Value Solutions (SVS).

Why are we doing an AKLUS?

This AKLUS will help us determine the potential impacts of the Alexandra Bridge Replacement Project and the Energy Services Acquisition Program on our unceded Traditional Territory.

When is this happening?

Interviews are taking place the week of February 26th in person or virtually anytime!!

Email or call us to participate, or ask questions!

Michelle Galoni 613-625-4010 Ext: 204
coordinator.projects@pikwakanagan.ca 613-625-4010 Ext: 204 OR Crystal Benoit
projectco2@pikwakanagan.ca



LAND FOR LEASE

FOR COMMERCIAL USE

CONTACT:

JOHN PAUL KOHOKO

613-633-3951

Elders Lodge Euchre every Sunday

DOORS OPEN AT NOON

CARDS START AT 1PM

\$5 ENTRY

50/50 \$2.00 EACH OR 3 FOR \$5.00

COLD DRINKS \$1.00

Be the sunshine

FOR THOSE
AROUND YOU.

Social Services

FEBRUARY FOOD VOUCHER

**PICK UP
WEDNESDAY
FEBRUARY 28TH , 2024**

Register by Friday, February 23rd, 2024

Text 613-639-1633

Mental Health First Aid Training (First Nation)

Health Services is interested in offering Mental Health First Aid Training and we have a couple of options available

Please Note that this is a THREE DAY training, and participants MUST be committed to this time to receive a certificate of completion

Are you an employee of AoPFN?

What times are you available or work best for your schedule ?

During the week?
Weekends?
Thursday - Saturday?
Other ?

We have a Google Form as well that can be filled out

<https://forms.gle/zpnYvfARCGcpNoADA>

or

Contact Alexis Roesler - 613-625-2259

For more information



Sweat Ceremony

Date: March 2, 2024
Shannon Chief - Barriere Lake

Time: 1:00 p.m. (fire will be lit at 10:00 a.m.)

Location: Back Parking lot of Cultural Grounds

How it will run:

- The Sacred Fire will be lit
- 4 rounds - 28 stones
- Length - 1-3 hrs
- women on their moontime should talk to the conductor
- must be covered in lodge/no see through clothing
- feast will take place at 5:00 p.m. location will be determined day of ceremony

What you will need:

- a change of clothes and a towel for the sweat, this could be shorts, t-shirt, ribbon skirt, or anything you are comfortable in.
- tobacco for the conductor (This could be provided to you by the fire keeper if needed).

For more info contact
613-625-2259

or email

IES.hs@pikwakanagan.ca

Facilitated by Economic Development & Omamiwinini Pimadjwowin

March Social Nights

Clan Teachings with
Shannon Chief

Saturday, March 2nd, 2024
Bingo Hall

469 unit #1 Kokomis Inamo

Saturday, March 9th, 2024
Bingo Hall

469 unit #1 Kokomis Inamo

5 - 9 PM

We are inviting you to join us to learn and share cultural teachings, learn to bead, or bring your beadwork, art, drumming, dancing, practice language and more!

Meal and beverages are provided.

Everyone is welcome.

We ask anyone that is under the age of 13 to be accompanied by a parent guardian.

WILLS & ESTATES

ONE ON ONE INTAKE
SESSIONS TO
CREATE A WILL



Wills & Estate Planning

WHEN

March 7th and 8th, 2024
9:00 am - 4:00 pm

WHERE

Elder's Lodge

28 Chigibig Inamo, Pikwakanagan

WELCOME TO ALL MEMBERS ONLY

Why make a will?

- To clearly state who should receive your possessions;
- To leave instructions for end of life ceremonies;
- To name who will take care of your estate;
- To name who will take care of your children;

LIMIT OF 15 SESSIONS

- ⇒ Each Individual Session is 30 minutes;
- ⇒ Couples are to book a double session.

SPONSORS

- Lands, Estates, and Membership
- Taggart Law

Space Limited: May provide additional session if needed.

TO BOOK A SESSION

Contact Lands Department
Via Email or Call 613-625-2800

land.officer@pikwakanagan.ca
or
mgr.lem@pikwakanagan.ca

CALL FOR NEW LAND APPEAL BOARD MEMBERS!

Why get Involved?

- Are you looking for a unique opportunity?
- Have you been wanting to put your talent into Indigenous Governance?
- Give back to your community.
- Gain or sharpen your decision-making and leadership skills.

What is the Appeal Board?

To make ruling decisions on applications, appeals and objections in accordance with the Laws of the Membership Code, the Animal Control Law, the Residency Law and any other law that give the Appeal Board the authority to make decisions or recommendations.

Requirements

- Must be a member of Algonquins of Pikwakanagan
- Age of majority – 18 years of age.
- Experience in Decision Making Skills on Facts
- Sign on Oath of Confidentiality
- Commitment

If you would like further information about the Appeal Board or are interested in becoming a member. Please email your requests to Brittany Scott; Land Officer @ land.officer@pikwakanagan.ca



Free Income Tax Clinic

The program helps eligible people with a simple tax situation and a low/modest income.

(individual \$35,000 couples \$45,000; add \$2500 per child).

Trained volunteers will prepare and e-file your returns.

March & April 2024

To book an appointment please call:

Killaloe: Jeanette @ 613-757-3108

Barry's Bay: Christine @ 613-602-3591

Madawaska / Whitney : Sylvia @ 613-412-9962

This is a collaboration between Canada Revenue Agency and community organizations.

*Chief and Council
Algonquins of Pikwakanagan First Nation
will be hosting*

Spring Equinox Feast

**Tuesday, March 19, 2024
3:00 p.m. - 7:00 p.m.**

at the Makwa Community Centre

Barry Sarazin will be offering
Traditional Teachings on the
Spring Equinox
3:00 - 4:30 p.m.

Feast
5:00 - 7:00 p.m.



Ottawa

July 1

PINESI PADDLE

RETRACING
GRAND
CHIEF
PINESI
FROM
SUMMER TO
HUNTING
GROUNDS



KICHISIBIANCIENSTRAILS.CA



Oka

June 25

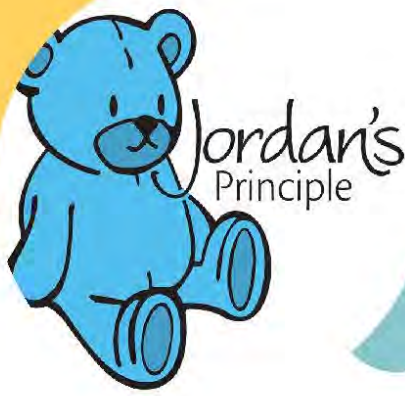


SCAN WITH
SMATPHONE
CAMERA



DESCENDANTS OF CHIEF PINESI
SETTLERS

ALGONQUINS
INDIGENOUS PEOPLE



JORDAN'S PRINCIPLE

What Could Be Covered?



Social

- Mental health services
- Respite care (individual or group)
- Specialized programs based on cultural beliefs and practices
- And more!



Healthcare

- Medical supplies and equipment
- Assessments and screening
- Vision and dental care
- And more!



Education

- School supplies
- Tutoring services
- Educational assistants
- Psycho-educational assessments
- Assistive technology and electronics
- And more!

Contact Us

Healthcare/Social Support

Zach Levasseur
jpnnav1@pikwakanagan.ca
(613) 401-0821

Educational/Social Support

Jasmine Pessendawatch
jpnnav2@pikwakanagan.ca
(613) 401-2812

What is Jordan's Principle?

Jordan's Principle is a legal rule established to help First Nations' children access the products and services they need.

Jordan's Principle offers reimbursements to families who purchased supports not covered by other agencies (e.g., OHIP, NIHB).

Who is Eligible?

To access Jordan's Principle, a child (17 years or younger) must meet one of the following criteria:

- Permanent resident of Canada.
- Registered or eligible to be registered under the Indian Act.
- Has one parent or guardian who is registered or eligible to be registered under the Indian.
- Recognized by their nation for the purposes of Jordan's Principle.
- Ordinarily resident on the First Nation.

Please note: Jordan's Principle has been taking longer than usual to process applications. We apologize for any inconvenience.

Health Information:

NNADAP Resources

ATS- Addiction Treatment Service
613-432-9855

Pathways Alcohol & Drug
Treatment Services
613-432-8573

Renfrew County Community
Withdrawal Management
(Renfrew)
613-432-7620

Renfrew County Crisis Line
1-866-996-0991

First Nations and Inuit Hope for
Wellness Line
1-855-242-3310

Pikwakanagan Mental Health
Services
613-625-2259



Crisis Lines

Emergencies - 9-1-1

Mental Health Crisis Line
1-866-996-0991

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

National Overdose Prevention Line
1-888-688-6677

Kids Help Line
1-800-668-6868

First Nation & Inuit Hope for Wellness
Help Line
1-855-242-3310

Canadian Human Trafficking Hotline
1-833-900-1010

Local

Emergencies - 9-1-1

VTAC
1-844-727-6404

Telahealth
1-866-797-0000

Poison Control
1-800-268-9017

Eganville Foodbank (165 John St)
613-401-5785

Pembroke Foodbank (295 1st Ave)
1-855-242-3310



AOPFN EMPLOYMENT OPPORTUNITY

Neyagada Wabandangaki Guardian

Department: Consultation Department

Supervisor: Project Coordinator (Land Based)

1-Year Contract with possible permanency - 35 hours a week

2 - 4 Positions Available

\$48,000 annual - based on experience

Deadline to Apply: Friday, March 1st at 4:30PM

The Algonquins of Pikwàkanagàn First Nation (AOPFN) Neyagada Wabandangaki Guardians have an important role in asserting Rights and Title and to monitor and protect the terrestrial and cultural resources within the AOPFN Traditional Territory.

Specifically, the AOPFN Neyagada Wabandangaki Guardian maintains a presence throughout the territory; monitors the impacts of resource use; reports to our Indigenous policies, as well as Provincial and Federal regulations; accurately collects monitoring data; and reports their activities to the AOPFN Consultation Department.

- Collect and record data daily with tools provided, related to the health of AOPFN ecological and cultural values and the impacts of resource use on these values including:
 - Work with Elders to document cultural sites and monitor impacts
 - Ensure all data is entered on a daily/weekly basis into the database and data is kept secure
 - Report on results of all monitoring efforts to appropriate Consultation Department staff in a timely manner
 - Support land use plan initiatives and priorities (such as moose, deer and bear)
- Respond professionally to violations in an appropriate manner by approaching resource users and documenting relevant information
- Build and maintain productive relationships with staff and environmental team
- Conduct joint monitoring with relevant staff
- Educate community members about AOPFN issues and AOPFN Guardian activities
- Support AOPFN Consultation Department communications by participating in AOPFN Advisory Committee meetings, submitting articles for community newsletter and contributing photos to Facebook page

FOR A FULL JOB DESCRIPTION, PLEASE CONTACT: HR@PIKWAKANAGAN.CA

REQUIREMENTS:

- Strong knowledge of Algonquins of Pikwàkanagàn First Nation Territory and Values
- Knowledge of local freshwater and terrestrial species
- Familiarity with AOPFN laws and norms as well as Federal and Provincial rules and regulations
- Proficient computer skills, including Word, Excel, email and using handheld devices
- Must meet physical requirements of the position: ability to travel in extreme weather during all seasons; physically demanding and moving, hiking long distances, packing heavy field equipment to remote sites; physically able to lift a minimum of 50lbs.

How to Apply:

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

Submit to:

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

HR@pikwakanagan.ca

Subject Line: Neyagada Wabandangaki Guardian

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

Application Process:

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

Employee Benefits:

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

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.



AOPFN EMPLOYMENT OPPORTUNITY

Community Health Nurse

Department: Health Services

Supervisor: Manager, Health Services

18 Month Contract - Leave Coverage - 35 hours a week

\$70,000 annual - based on experience

Deadline to Apply: Friday, March 1st at 4:30 PM

The Community Health Nurse is responsible for developing and implementing a comprehensive Community Health Program to First Nation members. The delivery of a culturally safe and comprehensive Community Health Program will be in partnership with the community based multidisciplinary care teams dedicated to meeting client goals.

- Coordination, Implementation and Administration of Community Health Programs (but not limited to):
 - Communicable Disease (includes Pandemic Advisor);
 - Immunization;
 - Healthy Child Development Programs: (Prenatal Nutrition);
 - Fetal Alcohol Syndrome, Maternal Child Health);
 - Healthy Babies Healthy Children;
 - Children's Oral Dental Health;
 - School Health;
 - Jordan's Principle.
- Prioritizes community health needs, implements changes as needed.
- Works collaboratively with relevant agencies, service providers the multidisciplinary health care teams of the First Nation and surrounding area.
- Nursing knowledge of health promotion and prevention and community development principles.

FOR A FULL JOB DESCRIPTION, PLEASE CONTACT: HR@PIKWAKANAGAN.CA

REQUIREMENTS:

- Bachelor of Science/ Baccalaureate in Nursing and/or Registered Nurse Diploma.
- Current Membership and in good standing with College of Nurses.
- Current certification or registration with Registered Nurses Association of Ontario.
- Experience working with First Nations Community or Indigenous population is an asset
- Experience working in public health sector is an asset
- Commitment to professional development training/certification that supports the program implementation and community.

CONDITIONS OF EMPLOYMENT:

- Proof of registration with RNAO, provided annually.
- Proof of membership with CNO, provided annually.
- An acceptable Criminal Records Check and Vulnerable Sector Check
- Valid First Aid, CPR, AED, Health & Safety Worker certification, WHMIS.
- Participate and Complete Training (Cultural Awareness & Sensitivity Training)

How to Apply:

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

Submit to:

Algonquins of Pikwakanagan First Nation

1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

HR@pikwakanagan.ca

Subject Line: Community Health Nurse

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

Application Process:

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

Employee Benefits:

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

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.



AOPFN EMPLOYMENT OPPORTUNITY

Mental Health Program Assistant

Department: Health Services - Mental Health

Supervisor: Mental Health Supervisor

Full-time Permanent - 35 hours a week

\$47,320 annual - based on experience

Deadline to Apply: Friday, March 1st - 4:30PM

To provide brief intervention and navigation assistance to service users accessing Mental Health Support. To make referrals to the appropriate services, including internal and external programs not limited to primary care; addictions services; and housing, as required to best fit the needs of the clients. The Mental Health Program Assistant provides support and administrative assistance to the Mental Health Team and program. To provide professional program services with integrity, professionalism, and sound judgement to ensure complete confidentiality of information and respect and safeguards privacy entitlements of all members of the community.

- Maintains records and information management, archival centre, and system.
- Prepares and maintains required reports, written monthly reports, and correspondence.
- Directs correspondence for mental health services.
- Assessment of community needs to determine types of social groups that would best address issues.
- Multigenerational social interaction for assisting with the delivery of activities that bring together the community Elders with the young people.
- Organizes, and coordinates activities, facilities for meeting places, resource people, transportation for excursions, materials, and an agenda for all meetings/workshops.
- Assists clients through intake process.
- Conducts screening, assessment using common assessment tools and protocols.
- Provides brief intervention and support.
- Prioritizes clients and needs.
- Provides referrals to appropriate services.
- Monitors and supports clients while waitlisted for service.
- Advocates for clients and their families when barriers arise to ensure quality and timeliness of service.

FOR A FULL JOB DESCRIPTION, PLEASE CONTACT: HR@PIKWAKANAGAN.CA

REQUIREMENTS:

- Post-Secondary education related to office administration or human services field **OR**;
- Secondary School Diploma with 2 years of work experience in administrative support,
- Training and Experience in Human Services would be considered an asset.

CONDITIONS OF EMPLOYMENT:

- Must be willing to travel
- Must have a valid Class G Driver's Licence and proven 2-million-dollar coverage
- An acceptable Criminal Records Check and Vulnerable Sector Check
- Current Standard First Aid and CPR certification
- Participate and Complete Training (Cultural Awareness & Sensitivity Training, Mental Health First Aid, Trust and Confidentiality.
- Willing to work flexible hours

How to Apply:

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

Submit to:

Algonquins of Pikwakanagan First Nation

1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

HR@pikwakanagan.ca

Subject Line: Mental Health Program Assistant

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

Application Process:

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

Employee Benefits:

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

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.



AOPFN EMPLOYMENT OPPORTUNITY

Community Restorative Justice Worker

Department: Health Services

Supervisor: Mental Health Supervisor

Full-time Permanent - 35 hours a week

\$51,000 annual (Diploma) or \$61,000 (Degree) - based on experience

Deadline to Apply: Friday, March 1st at 4:30PM

The Community Restorative Justice Worker is responsible for the development of a comprehensive community-specific Restorative Justice Program that promotes the Anishinabe approach to dealing with justice concerns and offers alternatives to mainstream justice processes in appropriate circumstances; for the development coordination and facilitation of healing circles and other cultural supports; for the coordination, leadership, direction, and supervision of initial Justice Program services and workers; and for offering a court support service to the Algonquins of Pikwakanagan First Nation members who appear in the courts including bail, youth, and criminal courts in Renfrew County.

- Develop strategic collaborative partnerships at the courthouses and within the community with court workers, legal counsel, Crown Attorneys, and other partner organizations.
- To assist people in Pikwakanagan in assuming greater responsibility for the administration of justice in their community
- To contribute to a decrease in the rate of victimization, crime, and incarceration among Indigenous people in communities with community-based justice programs funded by the Indigenous Justice Program.
- Consult with the community to identify traditional views of justice, past experiences, current issues with justice, recommendations to deter, rehabilitate, make restitution, and facilitate individual and community healing.
- Identify and consult with relevant community and local area resources i.e., traditional persons, courts, enforcement agencies, programs and service providers involved in justice and healing practices to provide awareness, establish relationships, secure participation and to identify any elements or barriers to the implementation of Pikwakanagan's Justice Program.

FOR A FULL JOB DESCRIPTION, PLEASE CONTACT: HR@PIKWAKANAGAN.CA

REQUIREMENTS:

- Bachelor's Degree in Criminal Justice, Social Work, Community/Social Services OR;
- Post-Secondary Diploma in Criminal Justice related field (i.e., social work, social services, police foundations) with three (3) years of experience.
- Able to work a flexible schedule including evenings and weekends.
- Experience working with First Nations Community or Indigenous population.
- A minimum of a valid class "G" driver's license and access to a dependable vehicle.

CONDITIONS OF EMPLOYMENT:

- Proof of Bachelor of Social Work Degree or other relevant Degree in Human Services sector/criminology OR; Post-Secondary diploma in Social Services Worker Social Service Worker Diploma.
- Provide an acceptable and clear Vulnerable Sector Check.

How to Apply:

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

Submit to:

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

HR@pikwakanagan.ca

Subject Line: Community Restorative Justice Worker

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

Application Process:

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

Employee Benefits:

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

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.



AOPFN EMPLOYMENT OPPORTUNITY

Post-Secondary Education Coordinator

Department: Education Services

Supervisor: Manager, Education Services

6 Month Contract with possible permanency - 35 hours a week

\$44,000 annual - based on experience

Deadline to Apply: Friday, March 1st at 4:30 PM

The Post-Secondary Education Coordinator will be responsible for the administration and implementation of the Post-Secondary Education Student Support Program in accordance with the Algonquins of Pikwakanagan First Nation approved policies and procedures; they will be responsible for the application process, coordinating the student accounts, monitoring student success, budgeting, reconciling, and processing payments as well as maintaining effective communications strategies. The Post-Secondary Education Coordinator will be responsible for maintaining sensitive, personal, and confidential information that requires a high level of integrity, professionalism and sound judgement to ensure complete confidentiality and the protection of privacy, and entitlements for students and members of the community.

- Implements the Post-Secondary Education Student Support Program Policy and Procedures: application procedure, eligibility and restrictions on sponsorship, levels of education sponsored, priority system, eligible costs, overpayments, student responsibilities – due dates, withdrawing from studies, and the appeal process.
- Identifies and makes recommendations for changes to the policy and procedures.
- Review all applications approved and creates a Post-Secondary budget for each student.
- Sets up student accounts at each institution, validates, reconciles, and pays all approved expenses such as tuition, books and supplies, and residency.
- Maintains a comprehensive record of on budget expenditures and provides a monthly report.
- Develops and implements an effective communication strategy; communicates post-secondary Education-related information and opportunities; communicates and monitors student success regularly and communicates with post-secondary institutions attended by our students.
- Establishes a referral listing of support services, advisory services, cultural resources etc.
- Maintains post-secondary section of website; will develop an on-line application process with designer.
- Completes various reports i.e. operational, project and statistical reports. Completes the annual Post-Secondary Education Register and Graduates Register.
- Develops and prepares correspondence, agreements, advertisements, pamphlets, forms, proposals and presentations, information kits, distribution materials etc.
- Coordinates meetings and co-facilitates meetings i.e. mandatory student sessions.

FOR A FULL JOB DESCRIPTION, PLEASE CONTACT: HR@PIKWAKANAGAN.CA

REQUIREMENTS:

- Post-Secondary School Diploma in Business Administration or a related field OR;
- Secondary School Diploma with 2-3 years' experience in program and financial administration.

How to Apply:

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

Submit to:

Algonquins of Pikwakanagan First Nation

1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

HR@pikwakanagan.ca

Subject Line: Post-Secondary Education Coordinator

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

Application Process:

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

Employee Benefits:

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

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.



Omamiwinini Pimadjowin

The Algonquin Way Cultural Centre

Position Title: Cultural and Language Manager

Tenure: Full-time Permanent

Remuneration: \$72,800

Hours of Work: Flexible

Hours Per Week: 35

Reports to: President, Board of Directors

Posted: February 22, 2024

Closing: March 7, 2024 11:59pm*

Are you looking to lead an innovative team, and do you possess proven financial planning and budget management experience for a non-profit charitable organization? Are you a strong manager and writer with a successful track record for preparing funding proposals? If so, Omamiwinini Pimadjowin is looking for your leadership as our next Cultural and Language Manager for our organization.

DESCRIPTION

The Cultural and Language Manager is responsible for the management of Omamiwinini Pimadjowin (OP) resources, fiscal budgeting, personnel management and materials. The Cultural and Language Manager is responsible and accountable for providing effective planning, management and support of the administration of OP and the Manido Chiman Museum and Gift Shop; and programs and efforts to revive the Algonquin Culture and Language. The incumbent reports on all corporation operations/activities and performs required human resources management functions. The Cultural and Language Manager reports directly to the President of the Board of Directors and/or a designated Board Member. The Cultural and Language Manager will perform all functions in such a manner to their complete confidentiality in recognition of the privacy entitlements of all members of the Algonquins of Pikwakanagan First Nation and Omamiwinini Pimadjowin.

RESPONSIBILITIES

Under the direction of the Board of Directors the Cultural and Language Manager will:

- a. Manage all aspects of human resources, contracting, performance management, learning and scheduling while adhering to corporate policies and guidelines;
- b. Represent and promote OP, the Algonquin Way Cultural Centre in a positive and proactive manner, by providing information, advice and development of material as required;
- c. Develop and maintain business relationships and ongoing communications with Algonquins of Pikwakanagan Registered members, the administration of the Algonquins of Pikwakanagan First Nation, Provincial and Federal representatives as required;
- d. Prepares funding proposals, research, reports, and actively seeks donors and funding program contributions;
- e. Develops, implements, and updates of OP policies, plans and procedures;
- f. Oversees and evaluates language and cultural related programs, efforts and opportunities for improvement as needed;
- g. Organize, coordinate and participate in the Board Meetings, Annual General Meetings, maintains minutes, motions and corporate records;
- h. Oversee the operations of the Manido Chiman Museum and Gift Shop.

QUALIFICATIONS

- a. College or University education in Business Administration/Management and/or Cultural Resource Management or relevant experience with 3-5 years related experience;
- b. Previous experience with a not-for-profit, boards and committees;
- c. Must have advanced leadership skills and supervisory experience;



Omamiwinini Pimadjiwowin

The Algonquin Way Cultural Centre

- d. Computer literacy is required, particularly with word processing, spreadsheet, and financial/booking and internet applications;
- e. Must be able to work a flexible schedule and weekends when required;
- f. Must provide and maintain a current CPIC - vulnerable sector check;
- g. Must have current CPR and First Aid certificate and/or be willing to take the training;
- h. Proven knowledge of various government funding arrangements, programs, regulations and practices relevant to the operation of OP;
- i. Knowledge of the customs and practices of the Algonquins of Pikwakanagan First Nation.

ABILITIES

Ability to interpret and apply policies;

Ability to complete a variety of tasks, multi-task, and meet deadlines;

Ability to manage people, projects, and assignments;

Ability to analyze, organize, and conceptualize;

Ability to maintain effective interpersonal relationships with staff, community members and the public;

Ability to maintain an elevated level of confidentiality;

Knowledge of Algonquin culture and language

KEY COMPETENCIES

Leadership

Communications

Reliability

Flexibility and Adaptability

Innovation and Initiative

Results Oriented

Cultural Sensitivity and Understanding

LOCATION OF WORK UNIT

Algonquins of Pikwakanagan First Nation.

*IMPORTANT NOTES

- A more detailed description of work is available upon request from OP at 613-625-1958
- All applicants without exception must provide a cover letter fully describing how they meet the job requirements as this will serve as a screening tool
- A written test may be administered

Applications are to be received or posted marked on or before 11:59pm 07, March 2024 and can be sent personal and confidential to the Hiring Committee - Omamiwinini Pimadjiwowin by:

Email: ophiringcommittee@pikwakanagan.ca

Or by post: Omamiwinini Pimadjiwowin, 1674 Mishomis Inamo, Pikwakanagan, ON K0J 1X0

Call to Tender

The Algonquins of Pikwakanagan First Nation invites tenders from qualified Caterers to provide catering service for a Community Spring Equinox Feast on March 19, 2024.

The Spring Equinox Feast marks the beginning of Spring.

The feast will be held at the Makwa Community Centre from 5:00 – 7:00 p.m. and will include dinner, dessert and drinks up to 300 guests.

Tender Contents Required

Interested Caterers are to provide a Menu and supporting budget by March 7, 2024, 12:00 p.m.
By mail, hand deliver or email:

Alanna Hein, Manager, Political Operations
1657A Mishomis Inamo
Pikwakanagan, ON
K0J 1X0

chiefcouncil@pikwakanagan.ca

The successful bidder will be notified by March 8, 2024 at 12:00 p. m.

Membership Additions

ALGONQUINS OF PIKWAKANAGAN FIRST NATION MEMBERSHIP ADDITIONS

Name	Family Line	Date Posted	Appeal Period Ends
Lamure, Jeffery	Lamure	03 Oct 23	03 Mar 24
Lamabe, Emily	Lamabe	03 Oct 23	03 Mar 24
Marenger Deni, Meteo	Lavalley	03 Oct 23	03 Mar 24
Codling, Robert	Benoit/Baptiste	05 Oct 23	05 Mar 24
Lee, Sarah	Benoit/Baptiste	11 Oct 23	11 Mar 24
Mosier, Rebecca	Benoit/Baptiste	12 Oct 23	12 Mar 24
Green, Jo-Anne	Benoit/Baptiste	13 Oct 23	13 Mar 24
Penberthy, Braden	Jocko	17 Oct 23	17 Mar 24
Penberthy, Avery	Jocko	17 Oct 23	17 Mar 24
Gould, Marion	Benoit/Baptiste	20 Oct 23	20 Mar 24
Isbester, Isabella	Sharbot	31 Oct 23	31 Mar 24
Carle, Elijah	Lavalley	31 Oct 23	31 Mar 24
Wellmen, Selma	Lavallee	31 Oct 23	31 Mar 24
Minnie, Helen	Lavallee	31 Oct 23	31 Mar 24
Campbell, Crystal	Ignace	06 Nov 23	06 Apr 24
Rockburn, Joseph	Lavalley/Partridge	08 Nov 23	08 Apr 24
Rockburn, Tyler	Lavalley/Partridge	08 Nov 23	08 Apr 24
Rockburn, Alexadre	Lavalley/Partridge	08 Nov 23	08 Apr 24
Shona, Woodland-Srinivsan	Partridge	08 Nov 23	08 Apr 24
Amanda, Weichel	Leclair	14 Nov 23	14 Apr 24
Butler, Kareena	Baptiste	20 Nov 23	20 Apr 24
Helmer, Scott	Lavallee/Ignace	20 Nov 23	20 Apr 24
Helmer, Brock	Lavallee/Ignace	20 Nov 23	20 Apr 24
White, Skye	Meness	20 Nov 23	20 Apr 24
White, Brenna	Benoit/Baptiste	20 Nov 23	20 Apr 24
Hallick, Terrence	Lavalley	21 Nov 23	20 Apr 24
Dennome, Marcel	Ignace/Meness	27 Nov 23	21 Apr 24
Gaudry, Chante	Meness	06 Dec 23	27 Apr 24
Fleming, Alyssa	Lamure	11 Dec 23	06 May 24
Bowers, Jeremy	Lavallee	13 Dec 23	13 May 24
Cort, Brandy	Meness	18 Dec 23	18 May 24
Law, Patrick	Meness	19 Dec 23	19 May 24
Rennie, Stacey	Sararas	11 Jan 24	11 June 24

Rennie, Seirra	Sararas	11 Jan 24	11 June 24
Rennie, Shelby	Sararas	11 Jan 24	11 June 24
Rennie, Greyson	Sararas	11 Jan 24	11 June 24
Rennie, Gibson	Sararas	11 Jan 24	11 June 24
Cambell, Dustin	Ignace	29 Jan 24	29 June 24
Knox, Kolt	Sarazin	30 Jan 24	30 June 24
Cort, Cree	Ignace/Meness	05 Feb 24	05 July 24
Martin ,Dana	Amikons/Ignace	05 Feb 24	05 July 24
Mikaelian, Susan	Sararas	06 Feb 24	06 July 24
Cabrel, Evan	Tenniscoe	07 Feb 24	07 July 24
Cabrel, Ethan	Tenniscoe	07 Feb 24	07 July 24
Lee, Arianna	Benoit/Baptiste	09 Feb 24	09 July 24
Tregunna, Rochelle Marie	Lamure	15 Feb 24	15 July 24

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



Community Information

Regular council meetings on ZOOM

Every second and last Tuesday of the month beginning at 9AM



Available in the **members-only** section of www.algonquinsopikwakanagan.ca:

Zoom details
minutes
Presentations/Attachments

Not Online?

Call Alanna Hein at 613-625-2800 EXT 229 and leave a message to request information and instructions on how to join zoom by phone

Conways Pharmacy Remote Dispensing Location

BUSINESS HOURS

Monday	9 am - 12 pm 1 pm - 4 pm
Tuesday	9 am - 12 pm 1 pm - 4 pm
Wednesday	9 am - 1 pm
Thursday	9 am - 12 pm 1 pm - 4 pm
Friday	9 am - 12 pm 1 pm - 4 pm

We are closed weekends and Holidays

Delivery available Friday

Phone : 613-625-9974

Fax: 613-625-2068

Thank you
Natalie Commanda, Pharmacy Technician
Joseph Conway, Pharmacist



ALGONQUINS OF PIKWAKANAGAN ELDERS LODGE

For Rentals contact
Sandy
613-717-2894

Reminder - for sanitary purposes individual hosting meals & catering will require to supply their own dish cloths and towels

Community Information

Library Hours

WEDNESDAY: 8:30 AM - 4:30 PM

THURSDAY: 8:30 AM - 4:30 PM

FRIDAY: 8:30 AM - 4:30 PM

Come take a look at the variety of First Nation books including fiction, non-fiction and children books.

Computers are available for public use to access Government Sites & other social media sites.

Estelle Amikons
613-625-2800 EXT:244



Waste Disposal Site

Wednesday: 12:00pm - 6:00pm

Sundays: 9:00am - 3:00pm

Curbside Pick Up

Garbage: Wednesday

Cardboard: Thursday

Containers: Friday



ANIMAL CONTROL

June Logan:

613-625-2545 or

(613) 602-3626

Community Information

How To Access 'Members Only' Section of Website

Please Note that the link to Regular Council meetings, minutes and agenda packages are available in the Members only section of the website.

Steps:

1. Open a browser and enter: www.algonquinsfpikwakanagan.ca
2. Find the "Member Login" box (scroll down on home page or on side bar)
3. Click on "Log in as member of the Algonquins of Pikwakanagan First Nation"
4. You will be brought to the "Member Login" section
5. Click on the words "Click Here for the registration form"
6. You will be brought to the "Membership Registration"
7. Click the "Register" button and wait for your email notification

This website contains content that is private for Algonquins of Pikwakanagan members only. To access the private content, please fill in the registration form. A Membership official will verify your membership in the community and you will receive access.

Field	Example	Explanation
Family Name	Bird	must be as it appears on Certificate of Indian Status card
Given Names	Thunder Bolt	must be as it appears on Certificate of Indian Status card
Registry Number	1630301001	10 digits starting with 1630 on Certificate of Indian Status card
Date of Birth	2006/01/01	enter as per format
Email Address	thunderbird@gmail.com	Every member must have their own email address. This address with the password will be used to log in once membership has been verified.
Password	Tbirds	make up a password – note: it will be case sensitive
Confirm Password	Tbirds	re-enter password – note: it will be case sensitive
Address 1	10 Cloud Street	street address
Address 2	P.O. Box 100	apartment #, box # or rural route #
City	Blue Skies	community/town/city
Province	ON	province/state
Postal Code	K0J 1X0	postal code/zip code
Country	Canada	country
Phone	613 625 2800	code and number as per format

Administration Information

Algonquins of Pikwakanagan First Nation

1657A Mishomis Inamo Pikwakanagan, ON K0J 1X0

Office: 613-625-2800 | Fax 613-625-2332

Hours of operation: Monday - Friday 8:30AM - 4:30PM

12:00PM - 1:00PM Closed for lunch

****Holiday Closures****

New year's day, Family Day, Good Friday, Easter Monday, Victoria Day, INDIGENOUS peoples day, Canada Day, Civic Holiday, Labor Day, National Day For Truth and Reconciliation, Thanksgiving, REMEMBRANCE Day & Christmas Day

2 week - Christmas Closure Dates will be ANNOUNCED

