



CONSTANCE LAKE FIRST NATION
37 Wawaskashoo St - PO Box 4000
CONSTANCE LAKE, Ontario P0L 1B0
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Employment Opportunity

Position	Band Representative
Competition #	BREP-09-2025
Salary Range	50,980 – 65,380
Location	Constance Lake First Nation
Posted	September 11, 2025
Closed	Open until filled

POSITION SUMMARY:

Constance Lake First Nation is seeking a dedicated and compassionate Community Band Representative to join our team under the direct supervision of the Lead Band Representative. This position plays a vital role in advocating for and representing Constance Lake First Nation members—both registered and affiliated—who are involved with child welfare agencies across Canada. The successful candidate will act as a strong voice for our community members, ensuring their rights, interests, and cultural values are respected and upheld throughout the child welfare process.

PREFERRED QUALIFICATIONS

- Diploma/Degree in Social Work, Social Services, Child & Youth Care, or related field.
- Minimum 3 years’ experience in child welfare or social services, preferably with First Nations; an equivalent combination of education and experience will be considered.
- Strong knowledge of the Child Youth and Family Services Act, Bill C-92, and Customary Care Agreements.
- Knowledge of Constance Lake First Nation culture and history of child welfare in Indigenous communities.
- Excellent advocacy, communication, and report-writing skills.
- Experience preparing court documentation and participating in hearings.
- Strong organizational, problem-solving, and time management abilities.
- Proficiency with MS Office and case management tools.
- Valid Ontario G licence, reliable transportation, and willingness to travel/flexible hours.
- Clear Criminal Record Check with Vulnerable Sector Screening.

DUTIES AND RESPONSIBILITIES:

- Advocate for and support Constance Lake First Nation members involved with child welfare agencies.
- Ensure Customary Care options are pursued before court involvement.
- Build and maintain working relationships with child welfare agencies.
- Participate in service planning, case conferences, and Plans of Care.
- Prepare and present court documentation and represent members at hearings.
- Report regularly to Chief and Council, including in-camera updates.
- Maintain accurate case records and uphold strict confidentiality.
- Promote awareness of child welfare rights and resources within the community.
- Perform additional duties as assigned by the Lead Band Representative to support the Band Representative program.

To apply: Submit cover letter and resume, quoting competition #**BREP-09-2025** via:

Email: resumes@clfn.on.ca
In person: 37 Wawaskashoo St. Constance Lake First Nation Band Office

Only those selected for an interview will be contacted.