



JUNE 2024

IMPORTANT DATES/PROGRAMS/WORKSHOPS:

- Offices Closed Thursday June 6, 2024 for Anishinabek Giizhigat
- Band Council Meeting- June 10
- Employment Opportunities
- Diabetic Foot Care- June 5
- HIFN Annual Traditional Pow Wow- June 8 & 9
- Ontario Works BINGO- June 13
- Day Care Newsletter
- Physical Fitness every Thursday
- Traditional Indigenous Parenting Series- June 4 & 5
- Father's Day Event- June 11
- Summer Bingo- June 18
- Internet Safety- July 9
- Diabetic Bingo- June 24
- Canadian Firearms Safety Course- July 19, 20, & 21
- Blood Pressure/Blood Sugar Clinic- June 25
- Men's Circle- June 11 & 25
- First Nations Day- June 21



Community Band Council Meeting

Monday June 10, 2024

6:00 PM @ Fire Hall

Topics

- Agenda
- Council Reports



**Henvey Inlet
First Nation**
Pickereel, ON P0G 1J0

Administration
295 Pickereel River Road
T 705-857-2331
F 705-857-3021
1-800-614-5533

Health Centre
354A Pickereel River Road
T 705-857-1221
F 705-857-0730
1-866-252-3330

Day Care
354B Pickereel River Road
T 705-857-0957
F 705-857-1369

Chief
M. Wayne McQuabbie
Council
Patrick D. Brennan
Brenda D. Contin
Lionel R.M. Fox
Carl Ashawasagai
Stanley K. Moses
Deborah Newton
Maureen A. Kagagins

MEMORANDUM

To: All Henvey Inlet First Nation Members
From: Samantha Bradley, Human Resources Coordinator
Date: May 28, 2024
Re: Employment Opportunities

Henvey Inlet First Nation is currently accepting applications for the following positions:

- 1) Secondary School Bus Driver – 1 Position
- 2) Adult Education Teacher – 1 Position
- 3) Community Access Worker – 1 Position
- 4) Administration Manager – 1 Position
- 5) Librarian – 1 Position
- 6) Education Administrative Assistant – 1 Position
- 7) Early Childhood Education Worker – 1 Position
- 8) Summer Student Coordinator – 1 Position
- 9) Summer Students – Various Positions

See attached job postings for more information.

Be sure to check local communication boards or our website at www.hifn.ca/community-2/job-postings-2.html for regular job posting updates.

Miigwetch,

Samantha Bradley, PCP
Human Resources Coordinator



EMPLOYMENT OPPORTUNITY
SECONDARY SCHOOL BUS DRIVER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Secondary School Bus Driver** to join our Administration for a temporary, 9-month contract for the 2023-24 school year. The Secondary School Bus Driver reports to the Education Counsellor and is responsible for transporting students of various ages to and from their homes and respective schools in a timely and safe manner and in accordance with MTO driving regulations, Ontario traffic laws and safe driving practices. This position requires excellent organization, communication and customer service skills.

MAIN RESPONSIBILITIES

The Secondary School Bus Driver will be responsible to:

- Ensure bus is well-maintained and operational by conducting daily safety checks on both interior and exterior of school bus prior to operating vehicle
- Report any bus malfunctions or needed repairs
- Safely deliver students to and from their homes and schools, following the assigned time schedule.
- Assist students with boarding and exiting the bus and while crossing the street as needed
- Adhere to and enforce bus safety rules and standards
- Comply with traffic regulations to operate vehicles in a safe and courteous manner
- Resolve any conflicts in a positive, respectful and proactive manner
- Complete an Ontario School Bus Inspection Log Book and Drivers Time Log Book on a daily basis
- Fuel the bus at HIFN Gas Bar as required, notifying the Gas Bar Attendant which bus they are fueling to ensure the correct account is charged
- Transport busses to maintenance and service appointments as required
- Cleaning of the interior of the bus daily and restocking bus supplies when necessary
- Regularly report on the operations of daily runs to the Education Counsellor
- Be available by phone at all times during the school day
- Be informed on protocols for the bus's ability to transport students when weather or safety conditions are a concern
- Other duties as assigned from time to time by the Supervisor, Chief and Council or the Director of Finance/Administration.

QUALIFICATIONS

- Grade 12 diploma or equivalent preferred
- Valid Ontario Class B or E Driver's License required
- Clear Driver's Abstract
- Clear CPIC – Vulnerable Sector Police Check
- Current First Aid and CPR Level C

- Previous school bus driver experience preferred
- Knowledge of the Ontario Highway Traffic Act and school bus regulations
- Knowledge of First Nations customs, traditions and language an asset
- Excellent driving skills and habits
- Ability to remain attentive when faced with distractions
- Excellent customer service and written and verbal communication skills
- Exceptional organization and time-management skills
- High level of personal integrity and accountability

HOURS OF WORK

Full-Time – 40 hrs/week

REMUNERATION

Based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

Those interested in applying should submit their resume, cover letter, driver's abstract and CPIC in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

We thank all applicants, however only those selected for an interview will be contacted.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code.



EMPLOYMENT OPPORTUNITY

ADULT EDUCATION TEACHER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a temporary, part-time **Adult Education Teacher** to join our Administration for a six-month contract. The Adult Education Teacher reports to the Education Counsellor and is responsible for planning, organizing and implementing an appropriate instructional program in a learning environment that guides and encourages adult students to develop and fulfill their academic potential. The Adult Education Teacher is also responsible for supervising and evaluating students' progress and understanding of the school board's curricula while maximizing student-learning experiences. This position requires excellent interpersonal communication skills and strong leadership skills.

MAIN RESPONSIBILITIES

The Adult Education Teacher will be responsible to:

- Maintain a welcoming, safe and healthy learning environment for all staff and students
- Prepare course objectives and outline for course of study following curriculum guidelines or requirements of the school board
- Deliver planned and approved curriculum to students in an age-appropriate manner
- Instruct students using various teaching methods that support the individual learning styles of each student
- Develop realistic learning goals that challenge the student
- Assign lessons and homework to aid and enforce comprehension and retention
- Administers tests to evaluate student's progress, record results and issue progress reports
- Meet with students to discuss progress and counsel students on areas needing academic improvement
- Assist student with establishing routines while providing them with positive guidance and building their confidence
- Keep and maintain attendance records and provide monthly progress reports to the Education Counsellor and Chief and Council
- Update all necessary records accurately and completely as required by laws, district policies and school board regulations
- Develop and maintain current, accurate and confidential student files in a secure location
- Ensure that classroom and teaching areas are clean, organized and safe at all times
- Set up and put away teaching materials needed to facilitate program objectives
- Keep up-to-date with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities to incorporate emerging best practices
- Participate in and attend all training, meetings and functions as required for work or requested by supervisor, Director of Finance/Administration or Chief and Council
- Deal tactfully with colleagues, students, membership and the public
- Present a positive and professional image of the organization at all times
- Adhere to all HIFN Policies and Procedures
- Perform other duties as assigned from time-to-time by supervisor, the Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Bachelor's of Education degree from an accredited institution required; University or College degree in a teachable subject preferred
- 1-3 years previous teaching experience in an adult education environment preferred

- Knowledge and understanding of school board policies, curriculum, compliance regulations and appropriate legislation
- Exceptional knowledge of the traditions of the First Nation Community preferred
- Strong knowledge of adult teaching methods and the ability to recognize individual learning styles and the characteristics of learners
- Current satisfactory CPIC Vulnerable Sector Police Check
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle preferred
- Current First Aid and CPR Level C an asset
- Strong working knowledge of Microsoft Word, Excel and PowerPoint
- Excellent interpersonal communication skills and the ability to inspire and encourage students in achievement of academic excellence
- Excellent written and verbal communication skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Highly resourceful with the ability to adapt to changing work needs and demands
- Proactive approach to problem solving with strong decision-making capability
- Excellent negotiation and mediation skills
- High levels of patience and energy
- Proven ability to handle confidential information with discretion
- Professional attitude and a strong work ethic
- Self-driven with the ability to work independently with little direction
- Willingness to participate in ongoing learning

HOURS OF WORK:

Part-Time – 16 hours per week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

Those interested in applying should submit their resume, cover letter, driver's abstract and CPIC in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

COMMUNITY ACCESS WORKER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Community Access Worker** to join our Administration. The Community Access Worker reports to the Band Representative Lead and is responsible for facilitating and supervising access visits for families with children in care. This position requires strong observational and analytical skills and exceptional interpersonal communication skills.

Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.

MAIN RESPONSIBILITIES

The Community Access Worker will be responsible to:

- Assist with the development of a program structure for Henvey Inlet First Nation in collaboration with the Band Representative Team
- Assist with the establishment of a Child Welfare Committee and collaboratively develop Henvey Inlet First Nation child welfare laws, regulations and practices
- Develop a goals-based Family Access Plan in collaboration with the Band Representative Team and child welfare agency
- Set-up and facilitate family access visits, ensuring safe arrival and departure of children at the access centre
- Transport families and children to community and family access visits, including activities and services to achieve case plan objectives
- Open and close the access centre, including setting-up and cleaning-up of required equipment
- Inspect and/or clean centre equipment and toys as per recommended health and safety standards
- Provide continuous supervision to non-custodial/visiting persons with their children during access visits
- Monitor access visits, recording objective, accurate and factual observations of visits and exchanges in case files and logs
- Ensure the health & safety of all parties involved and end a visit if there is a safety risk
- Assess, report, and update the status of the set goals to the Band Representative, protection worker or other relevant assigned case worker
- Provide guidance, support and modeling for families in visit settings and troubleshoot and address any issues as required
- Complete all required agency forms and all paperwork associated with visits and client contact as per policies and procedures
- Provide feedback to child and youth, and protection workers as required
- Provide information to Band Representative Lead concerning client needs, requests or complaints
- Behave in a professional manner when acting as a representative of Henvey Inlet First Nation
- Maintain a broad knowledge of local resources available to assist clients in achieving goals
- Work collaboratively and cooperatively with all levels, including community professionals, in order to help families in providing safe and nurturing environments for children
- Provide opportunities for the enhancement and development of positive cultural identities of children, families and community members served
- Assist with the development of BCR's as needed with full briefing notes for Chief and Council

- Assist with coordinating, setting-up and cleaning-up for departmental programming, including picking up and shopping for supplies when requested
- Build and maintain trusting and supportive client relations
- Attend all court proceedings related to band member child welfare cases as required
- Maintain an empathetic and supportive demeanor to band members and their families
- Develop and maintain accurate, up-to-date and concise work files
- Create and maintain a secure filing system with gathered information on all our members with open files with each child welfare agency throughout Canada in accordance with PIPEDA regulations
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Participate in continuous learning and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in team, staff and community meetings
- Perform other duties as assigned from time-to-time by the Band Representative Lead, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Post-secondary certificate or diploma in Social Services, Family Services, Child and Youth Services or other related field
- 1-2 years of experience working with parents and children in a social services setting preferred
- Current and satisfactory Vulnerable Sector Police Check
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Current First Aid and CPR Level C an asset
- A strong understanding of First Nations' cultures, values and history required
- Knowledge of Henvey Inlet First Nation community and practices an asset
- Previous experience working within a First Nations organization an asset
- Knowledge of the history of child welfare as it pertains to First Nations' communities
- Full understanding of the Child and Family Services Act (CFSA), Bill C92, federal and provincial child welfare laws and regulations and Customary Care Agreements
- Previous experience developing detailed plans and critical path timelines
- Knowledge of family dynamics and intervention models
- Knowledge of child development and effective parenting skills
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients and affiliates
- Ability to supervise and mentor parents and provide insightful feedback of behavioural dynamics
- Strong public speaking and advocacy skills
- Strong written and verbal communication skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Excellent analytical, problem-solving and critical thinking skills
- Highly resourceful with the ability to adapt to changing work needs and demands
- Proven ability to handle confidential information with discretion
- Professional attitude and a strong work ethic
- Ability to work independently and as part of a team
- Strong computer and typing skills, including working knowledge of Microsoft Word, Excel and PowerPoint
- Willingness to travel for work when needed
- Willingness to work flexible hours, including on-call, evenings and weekends when requested

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

Those interested in applying should submit their resume and cover letter in confidence to:

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295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

ADMINISTRATION MANAGER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Administration Manager** to join our Administration. The Administration Manager reports to the Director of Finance/Administration and is responsible for the overall planning, coordination and continuous development of Henvey Inlet First Nation administrative support, operations and shared services departments. The Administration Manager will directly supervise and support the administrative support staff during day-to-day operations to ensure Henvey Inlet First Nation membership and clients are served in a timely and professional manner. This position requires exceptional interpersonal communication and organization skills and a high-level of professionalism.

MAIN RESPONSIBILITIES

The Administration Manager will be responsible to:

Administration

- Promote HIFN vision and values while presenting a positive and professional image of the organization at all times
- Greet all clients, guests and visitors on arrival and escort them to their meetings and appointments
- Develop and implement a process for gathering continuous feedback from clients
- Assist Human Resources with the recruitment of new administrative support staff by participating in the interview process as requested
- Supervise and support the administrative support staff during day-to-day operations through mentorship and coaching
- Ensure productivity remains a priority by delegating work tasks for administrative support staff
- Create goals and expectations for administrative support staff to facilitate their success
- Oversee work projects and evaluate administrative support staff performance
- Coordinate training activities and oversee staff development
- Encourage open employee communication by facilitating regular one-on-one meetings with subordinate administrative support staff to give and receive feedback
- Identify and monitor the organization's culture so that it supports the attainment of the HIFN goals and promotes employee satisfaction
- Work directly with Human Resources to identify, develop and implement succession and learning development programs to prepare successors with formal training, job rotation and one-on-one development coaching
- Oversee time and attendance records for the administrative support staff, including the approval and signoff of time sheets and time-off requests
- Participate in performance management and progressive discipline processes for the administrative support staff within the Administration Manager capacity
- Maintain strict workplace confidentiality at all times
- Attend and participate in training workshops, seminars, webinars and conferences as deemed essential or mandatory by HIFN
- Maintain up-to-date knowledge on current laws, policies and industry regulations, trends and practices that may affect the operations of Henvey Inlet First Nation
- Identify any concerns, inconsistencies or changes with new and current regulations and notify leadership of recommended policy and procedural updates needed to ensure HIFN compliance
- Work collaboratively with department managers to assist in the development and implementation of operational policies and procedures

- Oversee the adherence to HIFN policies and procedures, operating instructions, confidentiality standards and code of ethical conduct
- Keep the Director of Finance/Administration and leadership informed about business activities, potential threats, opportunities, and recommended actions
- Prepare and present proposals and recommendations in a clear and logical manner
- Assist with the planning and coordination of departmental workshops, programs, events, meetings and special projects
- Facilitate and oversee the completion of inter-department reporting as required to maintain corporate compliance
- Act as backup support to the administrative team by performing general office administration tasks in their absence
- Answer and direct inbound telephone/email inquiries to key personnel
- Manage inbound/outbound mail/postage and oversee the production and distribution of membership information packages and other print materials including flyers, posters and newsletters
- Assist senior management to arrange travel accommodations for leadership, staff and members in an economical and timely fashion, including hotel bookings, car rentals, flights and so on
- Attend and actively participate in all other mandatory staff and community meetings
- Update and maintain HIFN website with current information, news, and events
- Complete and submit an annual work plan on behalf of the administration team
- Coordinate catering requests, food and gift card orders/pick-ups and pick up order when requested

Operations

- ~~Work collaboratively with the Maintenance Supervisor to coordinate office seating arrangements for new employees including the ordering of new office furniture as necessary~~
- Work collaboratively with IT to ensure new/existing employees have access to working phones, internet, computers and email accounts at all times
- Request IT support when technology and/or connectivity issues arise
- Improve organizational capability by assisting with the development of organizational assessment mechanisms, interpreting results and developing recommendations, interventions, and action plans
- Create and direct long- and short-term departmental goals and objectives and continually assess the department for areas of improvement
- Act as a liaison between HIFN and outside agencies and maintain a good public relations program that serves the best interests of both HIFN administration and the community
- Ensure administrative support staff are acting in accordance with set professional standards and code of conduct policies at all times
- Collaborate with other departments to align the goals of client services with other areas of the administration
- Enhance the quality of service to the membership through innovative practices and team leadership
- Investigate and resolve high-level membership needs or complaints
- Communicate with Director of Finance/Administration and leadership about client services issues, as well as successes, through informal channels, written reports, and formal presentations
- Handle interdepartmental issues with tact and diplomacy
- Represent the Administration Department at various community, staff and band council meetings as requested
- Manage and participate in various workplace committees including the wellness, health and safety, social and other committees as requested
- Evaluate and implement recommendations from a variety of committees and working groups with the approval of Chief and Council
- Assist in the management of building security by restricting building access to authorized external guests, facilitators, contractors, service providers and staff only
- Work collaboratively with the Maintenance Supervisor to coordinate the assignment of building/office keys and alarm codes for approved key personnel
- Perform weekly backups of all HIFN security camera footage
- Maintain detailed records on client services and up-to-date visitor log book

- Ensure that all employees, visitors and third-party contractors understand and adhere to all HIFN health, safety, security and other facility policies and procedures by modeling and enforcing safe workplace practices
- Work collaboratively with fire, maintenance and other departments to ensure office facilities are in compliance with safety regulations such as fire codes and accessibility requirements and report any infractions to leadership
- Assist with various workplace investigations as required
- Assist the Director of Finance/Administration and leadership in negotiating contracts and service level agreements for third party suppliers and providers
- Manage resource allocations while keeping in mind company fiscal responsibilities
- Oversee ordering of office supply inventory to ensure adequate supplies remain available at all times
- Monitor inbound shipping/receiving, distributing packages to appropriate department personnel and following-up on lost/damaged or delayed orders
- Assist with vehicle insurance and plate renewals and insurance claim submissions as requested

Finance

- Monitor and adhere to office and facilities management departmental operating budgets
- Allocate and record incoming invoices and expenses to the appropriate account/budget
- Receive and issue receipts for third-party cash and cheque payments, remitting payments to the finance department
- Assist with the review and interpretation of monthly financial statements and take appropriate corrective action in response to variances and trends
- Ensure the strict confidentiality and privacy of financial records as they relate to the organization and its clients, as well as payroll and housing financial records
- Assist finance department with collections issues by advising clients/business partners of A/R policies and procedures
- Investigate and resolve department billing discrepancies and misapplied transactions
- Make arrangements for payment of outstanding invoices, escalating late accounts to the Director of Finance/Administration for immediate attention
- Collaborate with the Director of Finance/Administration to prepare and submit departmental financial records and cost reports to authorized government agencies as required
- Communicate with internal/external sales representatives, vendors, accountants, government agencies and auditors as necessary to complete job duties
- Assist the Director of Finance/Administration with finance meeting preparation, including gathering financial records and reports and printing/copying meeting materials
- Perform other duties as assigned from time-to-time by the Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Grade 12 diploma **required**; University Degree or College Diploma in Business Administration, Finance, Accounting, or a related field *preferred*
- 3+ years of management experience with direct work experience in an office management/administration setting
- A strong understanding and ability to represent and promote First Nations' cultures, values and history
- Knowledge of Henvey Inlet First Nation history, community and practices
- Previous experience working within a First Nations organization preferred
- Demonstrated ability to manage third-party vendors, contractors, and providers
- Strong financial literacy and budgeting skills and working knowledge of internal controls, business planning and asset management procedures
- Proficiency with Simply Accounting software preferred with the ability to adapt to and learn new software when required
- High level of proficiency with Microsoft Office Suite including Word and Excel
- Excellent verbal, written and interpersonal communication skills; Demonstrated ability to effectively communicate with all levels of the organization and its leadership team
- Strong public speaking and customer service skills
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills
- Exceptional organization and time-management skills

- High level of critical and logical thinking and exceptional problem-solving skills
- High level of attention to detail and a high degree of accuracy
- Ability to multi-task and manage competing priorities
- Ability to respond appropriately to high-pressure situations with a calm and steady demeanor
- Strong work ethic and team building skills
- Ability to work independently and cooperatively with others as a member of a multidisciplinary team
- Ability to build and maintain lasting, respectful and professional relationships with other departments, key business partners, and government agencies
- High level of personal integrity, confidentiality and accountability
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C an asset
- Willingness to travel for work as needed
- Willingness to work flexible hours, including on-call, evenings and weekends as needed

HOURS OF WORK

Full Time – 35.5 hrs/week

REMUNERATION

Based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

Those interested in applying should submit their resume and cover letter in confidence to:

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EMPLOYMENT OPPORTUNITY

LIBRARIAN

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Librarian** to join our Administration. The Librarian reports to the Administration Manager and is responsible for the overall management of library services including acquiring and cataloging print and digital materials and developing and facilitating library programming and workshops. The Librarian provides information concerning library policies and resources to patrons, processes library materials and issues library cards. This position requires strong organization skills and discipline.

Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.

MAIN RESPONSIBILITIES

The Librarian will be responsible to:

- Present a positive and professional image of the organization at all times
- Greet library patrons and guests entering the library and maintain a daily visitor logbook
- Create a supportive, safe and welcoming environment for community members, patrons and guests
- Issue borrowing cards and conduct library orientation for new patrons including policy and procedural reviews
- Participate in long-term planning in conjunction with Chief and Council
- Develop, implement, update and maintain Library policies and procedures, explaining them to patrons during visits
- Establish and maintain effective professional relationships with local, provincial and federal government agencies
- Apply for special grants and library funding and utilize funds according to funding agreements
- Develop and maintain library collections of books, magazines, audio-visual and other materials, including culturally appropriate selections of resources
- Assist with the procurement of library books, print and digital materials and negotiate print and digital subscriptions
- Process new library materials by assigning classification and book numbers and cataloguing items based on subject, classification and description
- Process loans, returns, renewals and holds of library materials
- Ensure the printing and mailing of overdue notices and assist in conducting recalls
- Inspect returned items for damage and repair/bind returned items prior to re-shelving and re-cataloguing them
- Assist library users in locating and accessing materials they are looking for by performing simple title, author, subject and keyword searches
- Instruct patrons in the use of the library catalog, reference materials, computer databases and the internet
- Provide basic internet training and computer troubleshooting for patrons, escalating malfunctions to the IT department if unsuccessful at resolving the issue
- Assist patrons with reference services by gathering various print and internet resources including encyclopedias, almanacs, indexes, handbooks, directories, year books, web sites, manuals and online tutorials for their research
- Utilize catalogues, databases, reference works and other information resources including print, on-line databases and the internet to assist patrons with reference questions
- Assist patrons with operating audio-visual, printer, scanner, copier and other equipment as requested
- Evaluate existing services and balance demands against emerging needs within the framework of available resources to ensure the effective and efficient operation of the library
- Coordinate library meeting room, computer and equipment bookings and reservations
- Develop and facilitate various library programming for all age groups including book fairs, adult book clubs, children's storytelling hours, creative writing workshops and youth study groups

- Coordinate the logistical aspects of library programming workshops by setting up meeting facilities with appropriate equipment and supplies and cleaning up afterwards
- Establish an evaluation framework to assess that library programs and services are meeting the standards of Henvey Inlet First Nation
- Publicize and promote library activities and materials through displays, bibliographies, brochures, newsletters, flyers, posters, notices and the HIFN website
- Establish and maintain productive and cooperative working relationships with HIFN staff, leadership and community business partners
- Work collaboratively with other HIFN staff to develop and implement special projects involving library promotion and outreach activities
- Assist with researching and curating historical records for Henvey Inlet First Nation and oversee and develop data archives in compliance with regulatory requirements
- Prepare documentation and records for archive retention and preservation
- Advocate best practices and recommend actions and strategies to improve the management of controlled documents and archived data
- Advise patrons on how to access, use and interpret archives
- Develop a document management system for all library registrations, forms, correspondence, documents and other print and electronic materials to assist with maintaining library records
- Create new files, labels, forms, and records as necessary
- Maintain accurate administrative and electronic records by ensuring all received print and electronic materials and documentation are filed appropriately within the document management system
- ~~Locate and remove materials from files when requested~~
- Transfer file materials to inactive storage archives according to file maintenance, legal and HIFN guidelines as required
- Manage library budget to ensure cost effectiveness of services and operations
- Evaluate supplies, inventory and equipment needs and make recommendations to leadership for purchase approvals
- Research and order office supplies, inventory and equipment when approved
- Ensure that all financials expensed through this program are organized and backup records are maintained
- Collect department invoices and receipts and log and remit expenditures to the Finance Department for payment or reimbursement
- Assist Finance Department with financial reporting and auditing by accurately maintaining financial records and adhering to Finance Department policies and procedures
- Prepare and submit departmental financial records and reports to authorized government agencies and funders as required
- Prepares bi-monthly reports of the library's activities and statistics for membership review at band council meetings
- Prepare and deliver an annual work plan for Chief and Council and execute recommendations and initiatives within as approved
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Take interest in continuous learning and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops, courses and certifications as required
- Attend and actively participate in staff and community meetings
- Perform other duties as assigned from time-to-time by the Department Supervisor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- High school diploma required
- Post-secondary certificate or diploma in Library Technology or other related field preferred
- 1-2 years of experience working in a library setting preferred
- Basic understanding of archiving procedures and computerized cataloging systems an asset
- Being extremely well-read with a great interest in reading and literature preferred
- Current and satisfactory Vulnerable Sector Police Check
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle preferred
- Current First Aid and CPR Level C an asset
- A strong understanding of First Nations' cultures, values and history required

- Knowledge of Henvey Inlet First Nation community and practices an asset
- Previous experience working within a First Nations organization an asset
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients and affiliates
- Strong written and verbal communication skills
- Strong customer service and troubleshooting skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to multi-task
- Excellent research and analytical
- Strong problem-solving and critical thinking skills
- Highly resourceful with the ability to adapt to changing work needs and demands
- Strong leadership and public speaking skills
- Professional attitude and a strong work ethic
- Ability to work independently with minimal supervision and as part of a team
- Strong computer skills, including working knowledge of Microsoft Word, Excel and PowerPoint
- Proven data entry and typing skills
- Demonstrated knowledge of budgeting and expense controls an asset
- Willingness to travel for work when needed
- Willingness to work flexible hours, including evenings and weekends

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickereel River Rd.

Pickereel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

We thank all applicants, however only those selected for an interview will be contacted.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code.



EMPLOYMENT OPPORTUNITY

EDUCATION ADMINISTRATIVE ASSISTANT

RE-POSTED

POSITION SUMMARY

Henvey Inlet First Nation is seeking a temporary, full-time **Education Administrative Assistant** to join our Administration for a 6-month contract, with possibility of extension. The Education Administrative Assistant reports to the Education Counsellor and is responsible for providing ongoing administrative support for the Education Department to ensure smooth operation of educational support programs. The Education Administrative Assistant will assist with documenting, tracking and reporting on training and education programs and initiatives. This position requires exceptional organization and time-management skills and strong computer skills.

MAIN RESPONSIBILITIES

The Education Administrative Assistant will be responsible to:

- Present a positive and professional image of the organization at all times
- Answer incoming calls and take and record telephone, e-mail, or written messages
- Serve as a central point of contact for Educational Department questions and concerns
- Respond to general membership, staff and client inquiries via telephone, email and in-person where appropriate
- Promote good relations with staff, parents, councils, and the community
- Create new files, labels and records as necessary
- File correspondence, invoices, receipts, documents and other records in alphabetical, numerical or any other required ordering system
- Organize, maintain and coordinate accurate and complete office records and files in their proper databases and locations
- Eliminate unnecessary or outdated materials, destroying them or transferring them to inactive storage archives according to file maintenance/legal guidelines
- Locate and remove materials from files when requested
- Accurately record and distribute all forms of paper correspondence and mail
- Prepare outgoing mail for distribution
- Write correspondence, forms, letters, reports, and memos as necessary
- Make, collate and distribute photocopies as necessary
- Assist with the completion of client intake forms, applications and all other required education-related forms
- Assist with tracking and recording client attendance, examinations and assessments results
- Assist in the compilation and maintenance of data for various reports using the Learning Management System as necessary
- Assist in the development of long-range and short-term department goals and objectives
- Assist in the development of Education Department policies and procedures
- Establish and maintain effective professional relationships with educational institutions and government agencies

- Assist with preparing and submitting recommendations regarding the success of educational programs
- Research funding programs available for the Education Department needs and assist with funding applications, including KEB contribution funding agreement, as requested
- Assist with the completion of Education Department reports for all government agencies and funders
- Ensure that reports and information requested by education officers are promptly provided
- Prepare statistical reports for leadership meetings, explaining the usage and progress of the current educational programs
- Assist with scheduling and coordinating meetings and appointments with clients
- Assist with the coordination of all Education Department meetings and programming by preparing materials and organizing catering as required
- Assist with organizing, setting up and cleaning up meeting facilities and ensuring appropriate presentation equipment is available
- Create posters and notices on behalf of the Education Department for distribution in the newsletter, building communication boards, and HIFN website
- Assist with updating HIFN website with Education Department notices and correspondence
- Assist with the purchase of equipment and other materials needed to support clients with educational success
- Adhere to all HIFN Policies and Procedures
- Take interest in continuous learning and maintain up-to-date knowledge on current industry standards, regulations, trends and practices
- Participate in mandatory on-the-job training and training workshops as required
- Attend and actively participate in mandatory staff and community meetings
- Perform other duties as assigned from time-to-time by the Education Counsellor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Post-secondary certificate, degree or diploma in Education, Human Services or Office Administration preferred; or Grade 12 diploma and equivalent required
- 2+ years previous office administration experience
- Valid Ontario Class G Driver's License with access to a reliable vehicle preferred
- Current CPIC
- Current First Aid and CPR Level C an asset
- Strong computer and typing skills
- Intermediate knowledge of Microsoft Word, Excel and PowerPoint
- Excellent client relations and interpersonal communication skills
- Strong written and verbal communication skills
- Strong public speaking and presentation skills
- Exceptional organization and time-management skills
- Excellent analytical and problem-solving skills
- Ability to adapt to changing work needs and demands
- Ability to work independently and as part of a team
- Proven ability to handle confidential information with discretion
- Strong attention to detail
- Basic mathematical skills
- Professional attitude and a strong work ethic
- Willingness to travel for work when needed

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

Based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

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Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

EARLY CHILDHOOD EDUCATION WORKER

RE-POSTED

POSITION SUMMARY

Henvey Inlet First Nation is seeking a qualified full-time **Early Childhood Education Worker** to join our Administration. The ECE Worker reports to the Daycare Supervisor and is responsible for providing supervision and direct childcare to children attending the HIFN Daycare, in compliance with all regulatory standards required by federal, provincial and First Nations legislation, policies and procedures. Under the leadership of the Daycare Supervisor, the ECE worker will help to plan and implement developmentally appropriate activities and experiences for the children using a variety of teaching techniques in alignment with HIFN Daycare Philosophy. This position requires excellent interpersonal communication skills and the ability to adapt and respond to all childcare needs.

Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.

MAIN RESPONSIBILITIES

The Early Childhood Education Worker will be responsible to:

- Provide a daily balance of developmentally appropriate active/quiet, indoor/outdoor & individual/group activities and experiences for children
- Assist children in self-expression by listening and responding with dialogue that encourages and lengthens conversations
- Encourage the children in learning about a variety of different cultures, including an understanding of our First Nation culture and value system
- Provide experiences and play material that actively promotes diversity and acceptance in interactions and attitudes
- Participate in short- & long-term Daycare planning initiatives and evaluations
- Learn and use techniques provided to assist children in developing the necessary coping skills to address unique life issues
- Observe how children use materials and interact with other children and adults and plan activities that recognize these individual differences
- Initiate referral for additional services for parents and children as needed
- Ensure the child's environment is healthy and safe and monitor the environmental hazards
- Attend to children's physical needs for toileting, diapering, eating & sleeping as promptly as possible
- Maintain positive and ongoing communication with parents
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Take interest in continuous learning and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in staff and community meetings
- Perform other duties as assigned from time-to-time by the Daycare Supervisor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Post-secondary diploma or degree Early Childhood Education, Child and Youth Worker, Social Services or other related field plus 1-3 years related professional experience working with children preferred
- Current Ontario RECE License in good standing and registration with the College of Early Childhood Education preferred
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C
- Membership in good standing with the College of Early Childhood Educators
- Knowledge of the Child Care and Early Years Act, 2014
- Professional and responsible attitude
- Excellent oral, written and interpersonal communication skills
- Willingness to work flexible hours

HOURS OF WORK

Full Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

SUMMER STUDENT COORDINATOR

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Summer Student Coordinator** to join our Administration for a short-term seasonal contract from June 2024 to August 2024. The Summer Student Coordinator reports to the Director of Finance/Administration and is responsible for supervising the summer students as they fulfill their work plan objectives. This position requires exceptional communication skills and a positive, motivational attitude.

MAIN RESPONSIBILITIES

The Summer Student Coordinator will be responsible to:

- Act as a responsible role model
- Set-up student interviews and coordinate the hiring committee
- Participate in student interview process
- Prepare all confirmation of employment letters for each student
- Prepare all new hire packages and personnel files for each student
- Greet students on first day and complete/collect required new hire documents and funding agency intake or information forms
- Review applicable policies, procedures, and safety protocols with students on first day
- Supervise and support the summer students through mentoring, coaching, and leading project initiatives
- Find a staff mentor for each student to ensure productivity is maintained
- In collaboration with the staff mentors, coordinate daily activities of all summer students and ensure appropriate tasks are assigned
- Transport students to and from job sites as required
- Ensure necessary equipment and supplies are available to students when required
- Ensure equipment provided is in safe working order and used properly; ensure students are trained on all equipment they use
- Ensure all equipment is stored/secured at the end of each workday and at the end of the employment period
- Ensure all safety precautions are met and adhered to during regular working hours
- Coordinate First Aid/CPR training for all students
- Assist the Economic Development Officer in coordinating the annual career fair per funding agreements
- Assist students in coordinating and facilitating a fundraising project for their end of summer activity
- Ensure weekly timesheets are properly completed by each student in time for payroll deadline
- Oversee time and attendance records for summer students, including approval and sign-off of timesheet
- Collect and submit summer student timesheets on a weekly basis
- Facilitate and oversee the completion of end of term summer student reports
- Complete all funding reports and final reports by their respective deadlines for the various funding agencies (ie - Gezhtoojig, Health Canada, AANDC, MNDM)
- Communicate with Director of Finance/Administration any issues arising from students
- Participate in performance management and progressive discipline processes within Summer Student Coordinator capacity as necessary
- Work cooperatively with all HIFN staff
- Attend workshops and or training provided during employment period
- Other duties as assigned from time to time by Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Must be 18 years of age or older
- Grade 12 diploma preferred
- Possess a valid Ontario Driver's License with access to a reliable, insured vehicle
- Current driver's abstract
- Current CPIC
- Current First Aid and CPR Level C an asset
- Experience using Microsoft Word and Excel
- Excellent interpersonal communication skills
- Positive and responsible attitude

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

\$19.52/hr

START DATE

June 24, 2024

APPLICATION DEADLINE

June 9, 2024

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

SUMMER STUDENTS

QUALIFICATIONS

- Must be a registered member of Henvey Inlet First Nation. *Other registered First Nation student members will only be considered for student vacancies left unfilled by Henvey Inlet First Nation student members.*
- Students in Grade 9 or higher **must** have a valid **Social Insurance Number** (*Grade 8 students going into Grade 9 do not require a SIN*)
- Must have attended classes no less than 75% of the time for the 2023-24 school year; absence rate must be 25% or less for the 2023-24 school year
- Must be enrolled in and returning to school in September 2024
- Must be available for the full contract term from July 8th to August 16th, 2024

AVAILABLE POSITIONS

Trailer Park/Marina Summer Student

- Perform a variety of janitorial, landscaping and maintenance duties for the Trailer Park and Marina
- Ensure asset and equipment security and integrity
- Maintain ongoing communication with customers and assist them when needed
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Maintenance Summer Student

- Assist with general maintenance of community grounds including grass cutting, brush cutting, general landscaping and garbage collection all Henvey Inlet First Nation buildings
- Assist with setting up the Firehall for workshops and cleaning up afterwards
- Assist with basic carpentry and plumbing repairs
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Home Maintenance Summer Student

- Perform exterior maintenance of Elders' homes including landscaping and grounds maintenance
- Perform interior maintenance of Elder's homes including basic house cleaning
- Greet clients, answer phones and transfer calls to appropriate individuals or departments
- Provide general administrative and clerical support to health centre staff including preparing documents and filing
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Recreation and Cultural Assistant Summer Student

- Assist with planning and implementing cultural and Right-to-Play recreational activities
- Assist with the completion of department reports, letters, posters and promotional materials
- Provide general administrative and clerical support
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Office Administration Summer Student

- Answer phones and transfer calls to appropriate individuals or departments
- Greet and screen all visitors including temperature checks
- Prepare incoming and outgoing mail for distributions
- Provide general administrative and clerical support to assigned departments including preparing documents and filing
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Human Resources and Finance Administration Summer Student

- Assist with coding incoming invoices and counting monies from Band source revenue
- Assist with preparation and mailing of outgoing cheques
- Assist with recruitment by coordinating hiring committees and interviews
- Provide general administrative and clerical support to the Human Resources and Finance departments including preparing documents and filing
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Summer Student Floater (Multiple positions)

- Provide general administrative and maintenance support to various Henvey Inlet First Nations departments
- Provide backup support to the Gas Bar when required
- Answer phones, conduct research, draft letters, forms and reports and file documentation
- Assist with coordination and preparation of department workshops, meetings and events
- Assist with general landscaping and maintenance of community grounds
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisors

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

\$18.52/hour

CONTRACT DURATION

July 8th to August 16th, 2024

APPLICATION DEADLINE

June 20, 2024

Those interested in applying should submit their **resume**, **cover letter** and **attendance record** in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

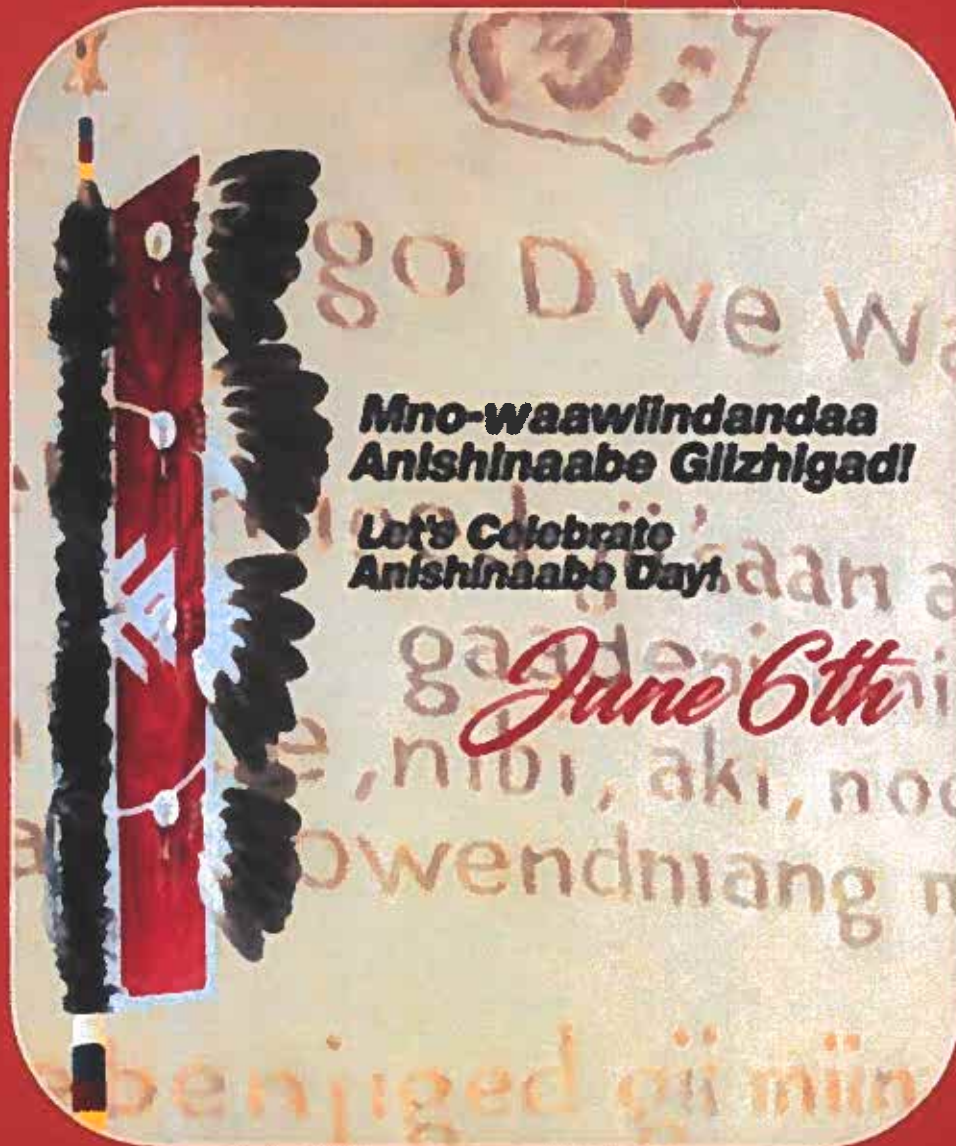
Email: samantha.bradley@henveyinlet.com

Interviews will take place on July 3, 2024 for those selected.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code.

OFFICES CLOSED

THURSDAY JUNE 6,
2024



HENVEY INLET FIRST NATION
21st ANNUAL INTER-TRIBAL
POW - WOW

ACKNOWLEDGING OUR COMMUNITY LEADERSHIP

JUNE 8th & 9th, 2024



GRAND ENTRY: SATURDAY 1 PM & 7 PM

SUNDAY 12 NOON

Host Drum: Wabanaki Confederacy Singers Elsipogtog, New Brunswick
Co-Host Drum: Thunder Spirit Singers Thunder Bay, ON
M.C: Paul R. Owl Serpent River First Nation, ON
Stick Man: Robert Stonepoint Sagamok Anishnawbek, ON
Head Veteran: William Morin Michipicoten First Nation, ON
Head Elder: Dave Rice Wasauksing First Nation, ON
Head Man Dancer: Ben Benson Chippewas of Rama First Nation, ON
Head Lady Dancer: Mariah Miigwans Kitigan Zibi Anishinabeg, QC

Guaranteed honorariums to the first 5 Registered Drum Groups

Honorariums to all Dancers

Saturday Feast @ 5pm/Bring your Feast Bundle

Give-a-way on Sunday

Dance Specials throughout the weekend

CRAFT & FOOD VENDORS WELCOME

Located on French River Indian Reserve No. 13, ONTARIO.
45 minutes South of Sudbury off Hwy 69 or 1 hour North of Parry
Sound. Turn off at the Pickerel River Road exit, drive in 4.5 Kms.

Held at the community PowWow Grounds 994 Pickerel River Rd.
Watch for POW-WOW signage. Rough camping setup at the
Pickerel River Trailer Park near the PowWow grounds.
New PowWow seating on-site. No Pets. Everyone is Welcome!

This is a drug and alcohol free event.



WABANAKI CONFEDERACY SINGERS New Brunswick, Canada

FOR MORE INFORMATION CONTACT POWWOW CO-ORDINATOR: KIM McQUABBIE

Cell 705 207-3393

EMAIL: kmcquabbie@gmail.com

 Find us on
Facebook



Reminder

With all the new construction taking place

On Henvey Inlet First Nation

We ask community members, staff and visitors to **avoid** walking, driving or accessing the sites.

Sites are for New O&M Building & Health station

This is to keep everyone safe and allow progress.

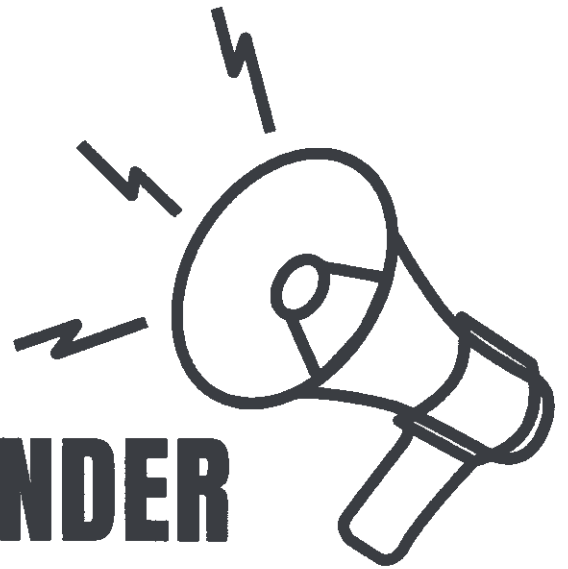
Miigwetch for your understanding

REMINDER TO BAND MEMBERS!!

Please do not forget to renew your health cards!!

This must be done in order to avoid any unnecessary charges from health care providers!





IMPORTANT REMINDER TO PARENTS & STUDENTS

All students currently in Grade 9 or higher applying for summer student employment with Henvey Inlet First Nation must have a SOCIAL INSURANCE NUMBER prior to applying!

Social Insurance number **MUST** be presented at Summer Student Orientation!

	Human Resources Development Canada	Développement des ressources humaines Canada
SOCIAL INSURANCE NUMBER	NUMÉRO D'ASSURANCE SOCIALE	
000 000 000		
FIRST NAME, LAST NAME		



GAS BAR

SPRING/SUMMER HOURS

STARTING MAY 20TH, 2024

MONDAY TO FRIDAYS- 7:00 AM TO 8:00 PM

SATURDAY AND SUNDAYS- 8:00 AM TO 8:00 PM

WE NOW HAVE A NEW WHOLESALER. SO WE WILL SEE NEW PRODUCTS YOU HAVE ASKED FOR ARRIVING BIWEEKLY AND WE ARE ALSO BRINGING IN A FEW CHEAPER BRANDS OF CIGARETTES. KEEP YOUR EYES PEELED FOR NEW PRODUCT!

Thanks, Gas Bar Staff

ONTARIO WORKS

LUNCH N LEARN BINGO



DATE: THURSDAY JUNE 13, 2024

TIME: 10:00 A.M AT WAGAMAKE LEARNING CENTRE

CAN ACCOMMODATE (8) PARTICIPANTS SO THE FIRST TO CALL IN OR DROP BY TO SIGN YOUR NAME ON THE BINGO SIGN-UP SHEET WILL BE OUR FIRST BINGO PLAYERS

LUNCH WILL BE PROVIDED

MIIGWETCH

YARD SALE!!!



June 7, 8, & 9th | @8 AM – 7 PM

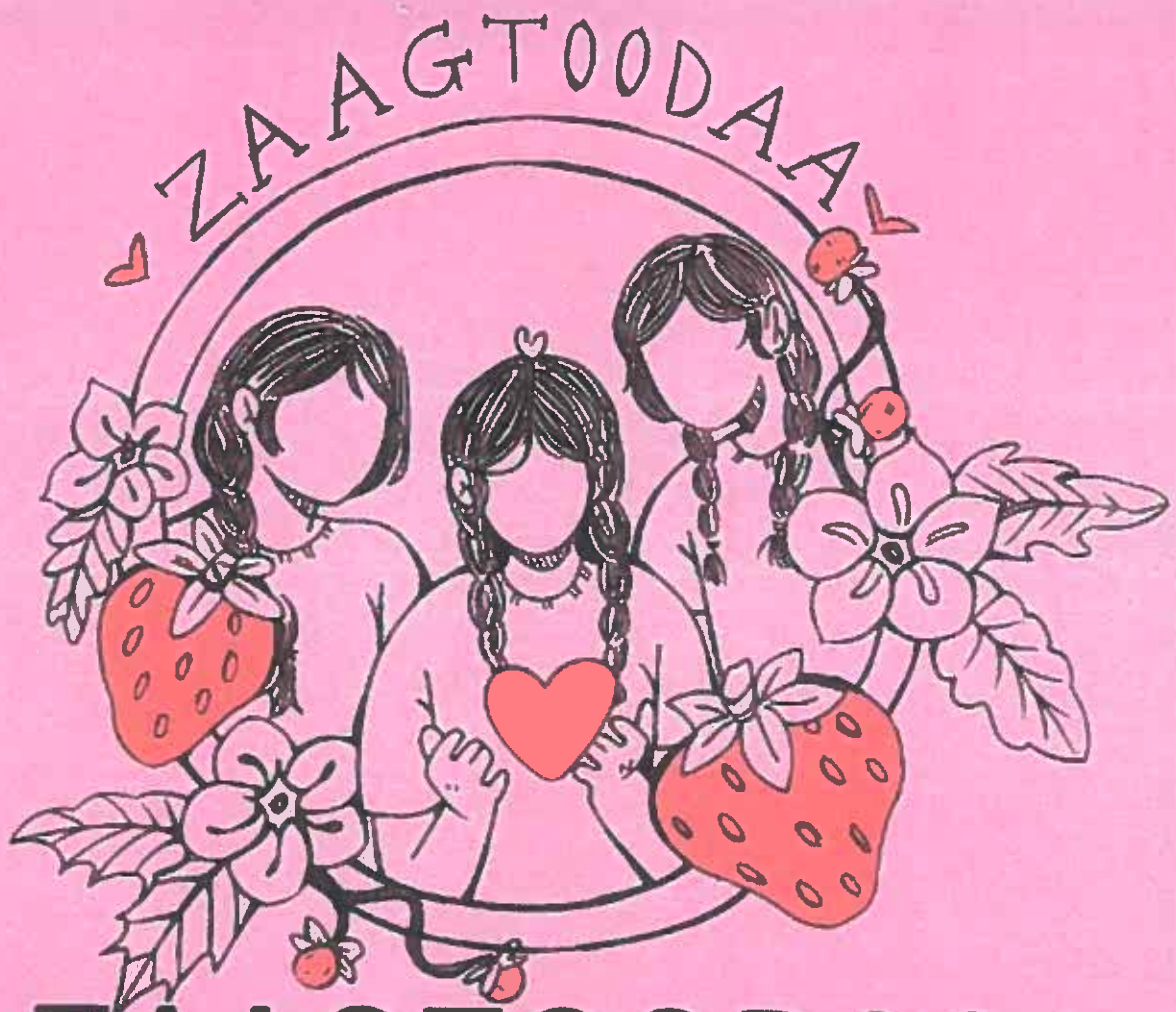
263 Pickereel River Road

Something for EVERYONE!

Camping equipment, Appliances, furniture, kitchen items, household items, clothes, lawn maintenance and gardening items, tools, kids toys and bikes, books etc..

RAIN OR SHINE!! COME ON OUT!!!

Items will be indoor and outdoor to view!



ZAAGTOODAA

LET'S LOVE
ANNUAL POW WOW

PARRY SOUND HIGH SCHOOL

GRAND ENTRY @10AM

FRIDAY, JUNE 7TH

PLEASE BRING A CHAIR OR BLANKET TO SIT ON

CONTACT: Bobby Orr Community Centre @
JOHNA.HUPFIELD@NEARNORTHSCHOOLS.CA 17 Mary St.
MELISSA.BEASLEY@NEARNORTHSCHOOLS.CA Parry Sound.

**ADMINISTRATION OFFICE
DEPARTMENTS:**

Administration, Finance,
Capital Projects, Public Works,
Ontario Works,
Family Resources,
Economic Development,
Lands, Membership



ADMINISTRATION OFFICE:

2 Village Road
Nobel, Ontario,
P0G 1G0
Tel: (705) 366-2526
Fax: (705) 366-2740

SHAWANAGA FIRST NATION

JOB POSTING

7 Grandfather

Teachings:

Humility -

***Dhaudendziwin: To be
humble about your
accomplishments is to
be strong***

Bravery -

***Aakwa'ode'win: Let
nothing stand in the
way of doing the right
thing***

Honesty -

***Gwekwuadziwin:
Better to fail with
honesty than succeed
by fraud***

Wisdom -

***Nbwaakaawin: With
hard work and
dedication, will come
knowledge***

Truth - Debwewin: It

***is always easiest to
speak the truth***

Respect -

***Mnaadendimowin:
Give it, earn it, and
receive it***

Love - Zaagidwin: It is

***important to care for
one another***

Kinomaugewgamik Elementary School Principal
Full-Time/Contract
Salary: Tbd
2024-2025 School Year

Under the direction of the Chief Administrative Officer, the Principal is a key member of the First Nation's Education Department, and requires to oversee the Education Programs in the areas of Elementary School, Secondary and Post-Secondary Support Programs, as well as Student Transportation, Student Counselling Programs and Provincial Tuition Agreements.

The principal position refers to the Kinomaugewgamik Elementary School located on Shawanaga First Nation.

Duties and Responsibilities

- ❖ Ensure the Education activities are conducted according to the policies and recommendations of the Chief & Council of Shawanaga First Nation.
- ❖ Create a sense of community in the school setting and engage the students, staff, parents, community members, Chief & Council and other Shawanaga First Nation agencies in the school program.
- ❖ Develop, maintain and manage an effective and efficient education administration system.
- ❖ Provide leadership to promote clear consistent expectations that focus on successful educational outcomes for all students.
- ❖ Develop and/or enhance the Education Department program policies and school curriculum.
- ❖ Develop, manage and maintain the Education Department's annual budget.
- ❖ Develop proposals and purse funding to maintain and enhance the programs offered by the Shawanaga First Nation Education Department.
- ❖ Submit reports as required by funders and Shawanaga First Nation.
- ❖ Develop and maintain positive and effective relationships with schools, employees, colleges, universities, and school boards.

- ❖ Provide supervision to Education Department staff.
- ❖ Remain current of any changes or trends in the Ontario Education System.
- ❖ Ensure that all curriculum materials and resources in use at the school are based on the Ontario Curriculum or Shawanaga First Nation Cultural Curriculum.
- ❖ Act as a resource for teachers on student evaluation.
- ❖ Provide professional guidance for all teaching staff.
- ❖ Encourage and ensure Education staff is keeping contact with parents/guardians when appropriate.
- ❖ Register the students and ensure that teachers are keeping proper attendance records in the register, and to establish and maintain the Ontario Student Record (OSR) files for students and to expedite the transfer of OSR's when students leave.
- ❖ Work with staff to organize school calendar for current school year.
- ❖ Work with other Education Staff, to consult on a timetable for yard duty and supervision duties of the staff.

Job Requirements

- ❖ Post-secondary degree in the field of education (Bachelor Education)
- ❖ Principal Certification/Qualifications 1 & 2
- ❖ 3-5 years of experience in a management position
- ❖ Current, up to date and in good standing Ontario Teacher's Certificate
- ❖ Knowledge of Ministry Curriculum and Assessment Documents an asset
- ❖ Experience working with budgets/funding, working with ISC an asset
- ❖ Knowledge of government policies, programs and curriculums
- ❖ Demonstrated financial management skills
- ❖ Excellent written, oral and computer skills
- ❖ Understanding and experience of Anishinaabe culture and First Nations Education, an asset
- ❖ CPR and First Aid Certification or willing to obtain

Preference may be given to Aboriginal candidates with relevant on reserve employment experience and/or those with knowledge and understanding of Shawanaga First Nation history and community. Successful candidates must be able to produce and maintain a clean Criminal Record Check/Police Vulnerable Sector Check.

Only those applicants selected for an interview will be contacted. Please submit a resume with a cover letter and three work related references by July 12th, 2024 by 4:00pm to;

Courtney Mullen-Smith
Human Resource Administrator
Shawanaga First Nation
2 Village Road, Nobel Ontario, P0G 1G0
Tel: (705) 366-2526 Fax: (705) 366-2740
hadministrator@shawanagafirstnation.ca



June

Can you believe it is already JUNE, where did the time go? We had a pretty busy month of May we many different activities. We got to have many different sensory experiences this month like: Popcorn kernels and construction trucks, Water play with animals, ice melting and of course we cannot forget about our playdough and slime days! We also created a special gift for mom and had them come for a special lunch date too! We have been taking advantage of the nice weather that we have been having and going outdoors to play in the playground. The children have enjoyed running and climbing and building sandcastles in the sand.

Some activities we have planned for the month of June may include:

- * Ocean slime making (Making slime using ocean animals and glitter)
- * Popsicle Making (Using various fruits of their choice to create and eat our own homemade popsicle)
- * Pajama Day Fridays! (Children can come in wearing their favourite Pjs)
- * Creating our special Fathers/Guardians gifts!
- * Making our own dreamcatchers (using sticks, beads and string colours of their choosing to create their very own dreamcatchers)
- * Kids yoga (Working of following directions, balance and coordination in some kid friendly yoga)
- * Under the sea sensory play (Using various materials such as water, sand, sea shells for the children to explore and manipulate)
- * Collecting and Painting rocks (Scavenging for various size rocks that we will paint to create rock garden)
- * Nature Collages (Collecting various nature items such as grass, sticks leaves flowers and creating collages)
- * Canada's Day Crafts (Creating various crafts/activities to celebrate Canada's Birthday)

Parent Reminders:

Now with the warm weather approaching we would like to make sure that each child has an extra set of clothing or bathing suit and an extra pair of sandals or running shoes just incase we get wet! Also please ensure you have a sweater or coat as we are outside for two hours in the rain or shine and some mornings have been a little chillier than others.

If you Have any questions or concerns contact the daycare @ 705-857-0957

Thank you from all the staff:

Ashley (RECE), Nancy (RECE), Kathy (RECE) Darlene (Cook)



June 2024



HAPPY FATHER Day

SUN

MON

TUE

WED

THU

FRI

SAT



						1
2	3 Ocean Slime making	4 Popsicle Making	5	6 Anishinaabe Day	7 Pajama Day	8 Pow-Wow
9 Pow-Wow	10 Creating Fathers day Gifts!	11	12 Build own dreamcatcher	13 KIDS YOGA Kids Yoga	14 Pajama Day	15
16 Under the Sea Sensory Play	17	18 Rock Painting	19 KIDS YOGA Kids Yoga	20 National Indigenous Peoples day	21 Sorry WE ARE CLOSED	22
23/30	24	25 Nature Collages	26 KIDS YOGA Kids Yoga	27 Canada Day crafts!	28 Pajama Day	29





What is the **Indian Boarding Homes Class Action**?

In the 1950s, the **Indian Boarding Homes Program** placed First Nations and Inuit children in private homes for the purpose of attending school. **This Settlement provides compensation to people placed in these homes.** You are a Primary Class Member if Canada placed you in a private home, between **September 1, 1951 and June 30, 1992**. You may still be eligible if you were placed after June 30, 1992. People who were placed in private homes, but died on or after **July 24, 2016**, may also be eligible, and their estate can apply on their behalf.

How can I know if I am eligible?

You can use the eligibility checker available on the Indian Boarding Homes Program Class Action website at: **<https://boardinghomesclassaction.com/eligibilitychecker>**

When can I apply?

You can start applying for compensation starting **Wednesday August 21, 2024**.

How can I start my Application?

Starting on August 21, 2024, you can visit the website **<https://boardinghomesclassaction.com/>** to find the claim forms. You can submit claims online, or by downloading and mailing it to the Administrator.

What if I don't want to participate?

If you want to sue Canada on your own for your placement in the Indian Boarding Homes Program, you must Opt-Out. You will need to submit an **Opt-Out form** before the expiry date of **Monday July 22nd, 2024**.

How do I opt-out?

You can visit **the website to fill out the online Opt-Out Form**. You can also download the PDF form and email it to class counsel at:

Klein Lawyers LLP:
ibhclassaction@callkleinlawyers.com
Dionne Schulze s.e.n.c.:
percival@dionneschulze.ca

You can also contact the Claims Administrator at:

Email:
claims@boardinghomesclassaction.com
Phone:
+1 (888) 499-1144

For more information,
visit our website by
scanning the QR Code.



Indian Boarding Homes Class Action Settlement

Backgrounder

The Indian Boarding Homes Class Action Settlement is another step towards reconciliation between the Government of Canada and Indigenous peoples. It acknowledges and compensates First Nations and Inuit children harmed during their placement in private boarding homes as part of the Indian Boarding Homes Program.

History of the Indian Boarding Homes Program

The Indian Boarding Homes program was created by the Government of Canada in the 1950s during the deconstruction of the Indian Residential Schools system. The program involved placing children from First Nations communities and Inuit villages in private homes for the purpose of attending elementary and secondary school. The boarding homes program continued to operate into the early 1990s.

As alleged in the class action, the Indian Boarding Homes program created an environment where children were abused, harassed, and suffered other harms. The prolonged absence from family and community also resulted in a loss of culture, language, and community bonding.

Background on the Class Action Settlement

The Class Action Settlement was a result of two lawsuits filed in Quebec and Canada's Federal Court. The Settlement Agreement terms were approved in December 2023. The terms of the Settlement include the following:

- Class Members who are eligible to file for compensation are Individuals placed in private homes as a result of the Indian Boarding Homes Program between September 1, 1951, and June 30, 1992. Individuals placed after June 30, 1992, may also be eligible if Canada was still responsible for their placement in the private home.
- Individuals that were placed in these private homes who are no longer living are still eligible for compensation if they died on or after July 24, 2021. Representatives of the deceased individuals can claim compensation on their behalf.
- The Settlement offers compensation based on the below structure:

- Individuals that were placed in a private home because of the in Indian Boarding Homes Program are entitled to a single payment of \$10,000.
- The same individuals are also entitled to apply for additional compensation amounts based on the extent of harm experienced, ranging from \$10,000 - \$200,000 CAD. Harms suffered can include physical, emotional, or sexual abuse. An additional \$50 million has been allocated as part of the Settlement, to create a foundation promoting and supporting Class Members and their descendants in healing, wellness, education, languages, culture, heritage, commemoration, and reconciliation activities.

Settlement Procedures

Before the settlement process can begin, the federal court has ordered an initial 60-day Opt-Out Period. This allows Class Members to withdraw from the class action to sue Canada on their own for their placement in the Indian Boarding Homes Program. **The Opt-Out deadline is July 22, 2024**, which will then be immediately followed by a 30-day Appeals Period. The deadline to appeal is August 21, 2024.

The claims process will begin on August 21, 2024. Class Members will have two and a half years to submit their claims.

The appointed Claims Administrator has provided resources to support class members and claimants with the claims process including call centers:

- **English:** 1-888-499-1144
- **French:** 1-888-499-1155

The call centers will be open Monday to Friday, 9 AM – 7 PM EST. Information will also be posted to the class action website at <https://boardinghomesclassaction.com/>

The role of the Claims Administrator is to act as an impartial third party. It works with all stakeholders involved in the class action.

For this Class Action, the Claims Administrator is committed to providing culturally safe and trauma-aware services.

Indian Boarding Homes Class Action

Notice of Settlement

Were you in the Indian Boarding Homes Program between September 1, 1951, and June 30, 1992, OR, if your placement in the Indian Boarding Homes Program was after June 30, 1992, was Canada responsible for the placement?

You may be eligible for Compensation

The Indian Boarding Homes Program, established by the Government of Canada, placed children from First Nations and Inuit communities with private families for the purpose of attending school.

The Indian Boarding Homes Class Action Settlement provides compensation to people who were placed in these homes by the Government of Canada.

Individuals placed in these private homes who are no longer living are eligible for compensation if they died on or after July 24, 2016. Representatives of deceased individuals may claim compensation on their behalf.

Placements for the purpose of attending post-secondary education (college or university) are not part of the Settlement and are not eligible for compensation.

You can:

1. Make a Claim for Compensation

If you were in the Indian Boarding Homes Program, you can make a claim for compensation. You must complete a claim form and send it to the Claims Administrator by the Claims Deadline of **Monday, February 22, 2027**.

Claim forms are available on the Class Action Website or by contacting Class Counsel.

OR

2. Opt-Out of the Class Action

If you do not want to participate in the Settlement, you must complete and submit an Opt-Out Form by **Monday, July 22, 2024**. By opting out, you will maintain your right to independently sue Canada for harms you suffered in the Indian Boarding Homes Program, but you will not be able to claim compensation under the Settlement. To obtain an Opt-Out Form, please visit the Class Action Website or contact Class Counsel.

How to get more information

To obtain details of the Settlement, the Claim Forms and the Opt-Out Form:

- **Go to the Indian Boarding Home Class Action Website:**
<https://boardinghomesclassaction.com>
- **Contact the Claims Administrator:**
Phone Number: 1-888-499-1144
Email: claims@boardinghomesclassaction.com
- **Contact Quebec Subclass Counsel (Quebec only):**
Dionne Schulze s.e.n.c.
Mailing Address: 507 Place d'Armes, Suite 502 Montreal, QC H2Y 2W8
Phone Number: 1-888-232-3778
Email: percival@dionneschulze.ca
Website: <https://www.dionneschulze.ca>
- **Contact Class Counsel (All Other Provinces & Territories):**
Klein Lawyers LLP
Mailing Address: 1385 W 8th Avenue #400 Vancouver, BC V6H 3V9
Phone Number: 1-604-874-7171
Email: ibhclassaction@callkleinlawyers.com
Website: <https://www.callkleinlawyers.com>

If you know others who were in the Indian Boarding Homes Program, please share this information with them or share the class action website:
<https://boardinghomesclassaction.com>

Indian Boarding Homes Class Action

Frequently Asked Questions

The Settlement

1. What is a class action settlement?

A class action settlement is a decision resulting from a lawsuit. One or more people called “Representative Plaintiffs” sue on behalf of others with similar claims. All these people are “Class Members.” The courts resolve the issues for everyone affected. People excluded from lawsuits are those who choose to “Opt-Out.”

2. What was the Indian Boarding Homes Program?

The Indian Boarding Homes Program was a program created by the Government of Canada (“Canada”), which placed children from First Nations communities and Inuit villages in other communities (usually non-Indigenous) to stay in private homes for the purpose of attending school. The Indian Boarding Homes Program began in the 1950s. Canada continued to operate the Indian Boarding Homes Program into the early 1990s.

3. What is the Indian Boarding Homes Program class action settlement about?

This settlement is in response to two lawsuits in Quebec and in the Federal Court filed on behalf of people who as children suffered loss of language and culture, abuse, and other harms because of their placement in the Indian Boarding Homes Program. The lawsuits sought compensation, recognition, and justice for the experiences and harms suffered by children in the Indian Boarding Homes Program.

On June 28, 2019, the Federal Court certified the Federal Court lawsuit as a national class proceeding. Canada and the court-appointed Representative Plaintiffs agreed to a settlement. On December 11, 2023, the Federal Court approved the Settlement Agreement as fair, reasonable and in the best interests of Class Members.

This means Class Members can apply for financial compensation. To receive compensation under this settlement, Class Members must file claims with the Claims

Administrator, who will be responsible for processing and making decisions on the submitted claims. Taking part in this settlement avoids the cost and uncertainty of a trial. There is no delay in obtaining a decision and compensation as Class Members will not need to file individual lawsuits or testify in court. The period during which Class Members will be able to submit a claim is two and a half years after the Implementation Date, plus a possible six-month extension.

In addition to this compensation, Canada is providing fifty million dollars (\$50,000,000) to create a foundation that promotes healing and transparency, by formally recognizing the harm caused by the Indian Boarding Homes Program. The foundation will also be used to preserve languages and culture.

4. What is the 'Implementation Date'

The Implementation Date is the date on which the Settlement Agreement becomes effective. Claims can be submitted after the Implementation Date.

The Implementation Date is the latest date of:

- a. thirty (30) days after the expiry of the Opt-Out Period; and
- b. the day following the last day on which a Primary Class Member may appeal or seek leave to appeal the Approval Order; and
- c. the date of the final determination of any appeal brought in relation to the Approval Order.

5. Who is eligible to claim?

To be eligible for compensation, the Class Member must have:

- a. Been placed in a private home:
 - i. during the period of September 1, 1951, to June 30, 1992, for the purpose of attending school (this does not include placements for post-secondary education, such as college or university); or
 - ii. after June 30, 1992, if Canada was responsible for their placement; and
- b. Been alive on or after July 24, 2016; and
- c. Submitted their claim prior to the Claim Deadline, which is two years and six months after the Implementation Date. Extensions may be granted in exceptional circumstances during the following six months, as provided for in the Settlement Agreement.



6. Why did I receive a “Notice of Settlement”?

It is important to reach as many potential Class Members as possible. People across the country may be eligible. The Notice of Settlement lets people know about the class action settlement and claims process.

Receiving a Notice of Settlement does not guarantee you are eligible for compensation.

7. How much is this settlement?

Every Class Member is eligible for a Category 1 payment of \$10,000. This is a single payment to anyone who was placed by Canada in the Indian Boarding Homes Program.

Class Members may also apply for compensation for abuse suffered, ranging from \$10,000 to \$200,000. This is called a Category 2 claim. The compensation paid will depend on the specific harms suffered, such as physical, emotional, or sexual abuse. You may hire a lawyer to help you submit your Category 2 claim. Canada will pay your lawyer an amount of 5% (plus tax) of the Category 2 payment you receive. That payment will not come out of your compensation.

Canada will not pay any lawyer fees for a Category 1 claim.

In addition to this compensation, Canada is providing fifty million dollars (\$50,000,000) to create a foundation that promotes healing and transparency, by formally recognizing the harm caused by the Indian Boarding Homes Program. The foundation will also be used to preserve language and culture.

8. I was abused while in the Indian Boarding Homes Program. What compensation am I entitled to?

The amount of compensation you receive will depend on what happened to you.

There are two different payments you can submit a claim for:

1. Category 1 - Compensation for Placement in the Indian Boarding Homes Program. Payment for a Category 1 claim is \$10,000.
2. Category 2 - Compensation for Abuse. Payment for Category 2 ranges from \$10,000 to \$200,000 depending on the abuse suffered.



You can submit a claim for both a Category 1 payment and a Category 2 payment. You must submit a Category 1 claim first, but a Category 2 claim can be submitted at the same time or later.

The chart below lists the types of harm and amounts of compensation available in Category 2.

Caution

The following information provides examples of the types of harm some children placed in the Indian Boarding Homes Program may have experienced. The material may be offensive and traumatizing for some. Please proceed with caution and seek support as needed.

If you need mental health assistance or emotional support, please contact Hope for Wellness at 1-855-242-3310 or online at www.hopeforwellness.ca.

More information on the health services available and how to access supports can be found at <https://boardinghomesclassaction.com/resources>.

Category 2A - \$10,000

- Sexual comments or sexualized provocation; OR

- Unreasonable or disproportionate acts of discipline or punishment; OR

- One or more incidents of mocking, denigration (such as belittling, or abusive language), humiliation or shaming; OR

- Threats of violence or intimidating statements or gestures; OR

- One incident of abuse, such as:
 - Unreasonable confinement (e.g., being locked in a room); or
 - Being deprived of food, medical care, adequate clothing, heating, or bedding; or
 - Being forced to do unpaid labour (in excess of normal domestic tasks); or



- Being forced to consume alcohol, narcotics, or noxious (poisonous) substances; or
- Being prevented from attending school.

Category 2B - \$50,000

- One or more incidents of:
 - Forced exposure to pornography; or
 - Nude photographs taken; or
 - Individuals exposing themselves; or
 - Touching genitals or private parts (directly or through clothing), fondling, or kissing; or
 - Simulated intercourse; OR
- One or more physical assaults causing:
 - Serious but temporary harm (such as a black eye, bruise, abrasion, laceration, or incapacitation that led to or should have led to bed rest); or
 - Minor impairment or disfigurement that was not permanent (such as loss of consciousness or broken bones, loss of or damage to teeth); OR
- Two or more incidents of abuse, such as:
 - Unreasonable confinement (e.g., being locked in a room); or
 - Being deprived of food, medical care, adequate clothing, heating, or bedding; or
 - Being forced to do unpaid labour (in excess of normal domestic tasks); or
 - Being forced to consume alcohol, narcotics, or noxious substances; or
 - Being prevented from attending school.

Category 2C - \$100,000

- One incident of:
 - Masturbation; or
 - Oral or attempted oral intercourse; or



- Attempted penetration (including vaginal or anal, digital penetration or penetration with an object); OR
- Recurring physical assaults causing:
 - Serious but temporary harm (such as a black eye, bruise, abrasion, laceration, or incapacitation that led to or should have led to bed rest); or
 - Minor impairment or disfigurement that was not permanent (such as loss of consciousness, broken bones, loss of or damage to teeth).

Category 2D - \$150,000

- One incident of penetration (including vaginal or anal, digital penetration or penetration with an object); OR
- Two or more incidents of:
 - Attempted oral intercourse; or
 - Attempted penetration; OR
- One or more physical assaults causing permanent or long-term mental or physical impairment, injury, or disfigurement.

Category 2E - \$200,000

- Two or more incidents of:
 - Masturbation; or
 - Oral intercourse; or
 - Penetration (including vaginal or anal, digital penetration or penetration with an object); OR
- Any pregnancy resulting from an incident of sexual assault (including pregnancy interrupted by miscarriage or therapeutic abortion); OR
- One or more physical assaults causing permanent mobility loss or brain injury.



9. What is a Claims Administrator?

A Claims Administrator is appointed by the court to make sure that claimants get the compensation they are entitled to under the Settlement Agreement. They are responsible for receiving forms, answering questions about the process, and deciding on whether claims are eligible.

The court appointed PricewaterhouseCoopers Inc. as the Claims Administrator for the Indian Boarding Homes Program settlement.

10. How will the Claims Administrator decide how much money to give me?

For a Category 1 claim, the compensation is \$10,000.

For a Category 2 claim, the compensation will range between \$10,000 and \$200,000, depending on the abuse suffered as outlined (Category 2A, 2B, 2C, 2D, 2E). This will be determined based on the information you provide in your claim submission.

11. What if I am not sure whether I am eligible to claim?

You can use the eligibility checker available on the Indian Boarding Homes Program Class Action website at <https://boardinghomesclassaction.com/eligibility-checker>.

You can also contact the Claims Administrator by email at claims@boardinghomesclassaction.com or call the contact centre at 1-888-499-1144 and a member of the support team can help you.

12. What rights do I give up by being a part of this class action settlement?

You give up the right to bring your own lawsuit against Canada regarding your placement in the Indian Boarding Homes Program.

This class action settlement is binding on all Class Members who do not Opt-Out.

13. Can I Opt-Out of this settlement?

If you want to sue Canada on your own for your placement in the Indian Boarding Homes Program, you must Opt-Out. You will need to submit an Opt-Out form before the expiry date, which is Monday July 22nd, 2024.

To Opt-Out, you can either submit using the online form linked below or complete the PDF form and email or mail it to class counsel (see contact details on the Opt-Out form). Note: If you live outside of Canada, you must use the PDF Form.

To Opt-Out using the online form:

1. Access the online Opt-Out form on the Indian Boarding Homes Class Action website at <https://boardinghomesclassaction.com>
2. Complete the form online and click "Submit"

To Opt-Out using the PDF form:

1. The PDF Opt-Out form is available on the Indian Boarding Homes Class Action website at <https://www.boardinghomesclassaction.com>, or you can call the Claims Administrator at 1-888-499-1144 and have the form sent to you.
2. Completed forms can be sent by email or mail to either class counsel:

For Class Members from provinces and territories other than Quebec:

Klein Lawyers LLP

1385 W 8th Avenue #400

Vancouver, BC V6H 3V9

1-604-874-7171

ibhclassaction@callkleinlawyers.com

For Class Members from Quebec only:

Dionne Schulze s.e.n.c.

507 Place d'Armes, Suite 502

Montréal, QC H2Y 2W8

1-888-232-3778

percival@dionneschulze.ca

14. The term 'Indian' has a negative meaning. Why is it being used here?

We recognize this word may have a negative meaning and the term has been used historically as an outdated reference to Indigenous people.

The term is used here to reference the Indian Boarding Homes Program set up under Canada's "Indian Act". The name reflects the dark reality of Canada's history with Indigenous Peoples. This settlement sheds important light on that history.



15. Who are the lawyers representing the Class Members?

For Class Members from provinces and territories other than Quebec:

Klein Lawyers LLP

1385 W 8th Avenue #400

Vancouver, BC V6H 3V9

1-604-874-7171

ibhclassaction@callkleinlawyers.com

For Class Members from Quebec only:

Dionne Schulze s.e.n.c.

507 Place d'Armes, Suite 502

Montréal, QC H2Y 2W8

1-888-232-3778

percival@dionneschulze.ca

16. How will the Class Member lawyers be paid?

Canada is paying a class counsel fee to Klein Lawyers LLP and Dionne Schulze s.e.n.c. for their work on behalf of the class, in an amount to be decided by the Federal Court. That payment will not affect the compensation paid to Class Members.

17. I want to hire a lawyer. Will I have to pay them?

You may hire a lawyer of your choosing to help you submit your Category 2 claim. Canada will pay your lawyer an amount equal to 5% (plus tax) of the Category 2 payment you receive.

The lawyer can request a further 5% from Canada through a motion seeking court approval. If approved, Canada will pay for this legal assistance in addition to the compensation paid to you. These payments will not come out of your compensation.

Canada will not pay any lawyer fees for a Category 1 claim.

18. What is a Statutory Declaration?

A Statutory Declaration for this process is a document that you and a guarantor sign if you do not have a valid government ID, or if you need to attest to the nature of your relationship with a deceased Class Member. It states that the information you provide in the form is true, to the best of your knowledge.



19. What is a Guarantor?

A Guarantor is the person who is present when you sign the Statutory Declaration. The Guarantor is not required to read the form or verify the accuracy of any of the events you describe.

It can be any of the following:

- Border Service Officer
- Certified Aboriginal Financial Manager
- Certified / Registered Accountant
- Commissioner of Oaths
- Correctional Officer
- Chief / Hereditary Chief
- Clan Mother
- Midwife
- Federal or Provincial Court Judge or Justice of the Peace
- Government Councillor, including Chief or Band Councillor
- Indian Registration Administrator
- Indigenous / Aboriginal Liaison Officer
- Inuit Community Leader / First Nations Elder / Traditional Practitioner
- Lawyer
- Licensed Medical Doctor / Physician
- Northern Villages' Secretary Treasurer
- Notary Public
- Peace Officer
- Pharmacist
- Police Officer
- Psychologist / Psychiatrist
- Registered Clinical Counsellor
- Registered Occupational Therapist
- Registered Social Worker

The Claims Process

20. What is the claim process?

There are two types of claims in this class action settlement:

1. Category 1 - Compensation for Placement in the Indian Boarding Homes Program.
2. Category 2 - Compensation for Abuse

A Category 1 claim must be submitted first with a Category 2 claim submitted at the same time or a later date.

You can submit your claim in the following ways:

- Online: <https://boardinghomesclassaction.com>
- By emailing your completed claim form to: claims@boardinghomesclassaction.com

- By faxing your completed claim form to: 1-833-912-5047
- By mailing your completed paper claim form to:
Attn: Indian Boarding Homes Class Action
18 York Street, Suite 2500,
Toronto, Ontario, Canada
M5J 0B2

The links to download the claim forms are available on the Indian Boarding Homes Program Class Action website at <https://boardinghomesclassaction.com>. Claim forms are also available by calling the Claims Administrator at 1-888-499-1144.

The Claims Administrator will review your claim and determine whether you are eligible to receive compensation.

If your claim is rejected or assessed at a lower compensation level, you can file for reconsideration.

21. Who is not eligible to file a claim?

- a. Individuals who were placed by Indigenous governing bodies after June 30, 1992; or
- b. Individuals who died before July 24, 2016.

22. How do I apply?

The claim forms are available on the Indian Boarding Homes Program Class Action website at <https://boardinghomesclassaction.com>. Forms are also available by calling the Claims Administrator at 1-888-499-1144.

The claim forms can be completed through the online claim portal or using a PDF electronic form and submitting by email or by mail.

If you do not use the online portal send your completed form in one of the following ways:

- By emailing your completed claim form to:
claims@boardinghomesclassaction.com
- By faxing your completed claim form to: 1-833-912-5047
- By mailing your completed paper claim form to:
Attn: Indian Boarding Homes Class Action
18 York Street, Suite 2500,

Toronto, Ontario, Canada
M5J 0B2

23. Can someone help me to fill out the claim form?

You can ask a friend or family member to help you complete the form.

24. Can someone apply on my behalf?

You can hire a lawyer to submit your claim on your behalf, or a personal representative can submit a claim on your behalf if you are a Person Under Disability. A Person Under Disability is a person who is unable to manage or make reasonable judgments or decisions by reason of mental incapacity.

25. I am a personal representative assisting a Class Member – what information or documents will I need to provide?

You will need to provide:

- A copy (front and back) of one piece of Government ID. Accepted pieces of ID are:
 - Passport
 - Driver's License
 - Provincial and Territorial Photocard (for example Ontario Photo Card)
 - Certificate of Indian Status (Status Card)
 - Inuit Beneficiary Card
 - Health Card that has a photo (Quebec only)
- Your contact details
- Documentation confirming your representative status (such as a Proof of appointment as a guardian or trustee by a court).

26. I am an estate representative representing a deceased Class Member – what information or documents will I need to provide?

There are separate claim forms for estates.

You will need to provide:

- A copy (front and back) of one piece of Government ID. Accepted pieces of ID are:
 - Passport
 - Driver's License
 - Provincial and Territorial Photocard (for example, Ontario Photo Card)



- Certificate of Indian Status (Status Card)
- Inuit Beneficiary Card
- Health Card that has a photo (Quebec only)
- Your contact details
- Proof of death of the Class Member (either a Statement of Death issued by a funeral home or a Death Certificate)
- Proof of appointment as an executor (Certificate of appointment as executor / estate trustee / liquidator; Appointment of administrator / executor by Indigenous Services Canada)

27. I am a lawyer representing a Class Member – what information or documents will I need to provide?

You will need to provide:

- A copy (front and back) of one piece of your client's Government ID. Accepted pieces of ID are:
 - Passport
 - Driver's License
 - Provincial and Territorial Photocard (for example, Ontario Photo Card)
 - Certificate of Indian Status (Status Card)
 - Inuit Beneficiary Card
 - Health Card that has a photo (Quebec only)
- Your contact details
- Proof of your active law society membership
- A void cheque or a direct deposit form from your bank (if you are assisting with a Category 2 claim).

The protocol regarding payment of individual legal fees can be found on the Indian Boarding Homes Class Action website at <https://boardinghomesclassaction.com>.

28. I am a friend or family member assisting a Class Member – will I need to provide my own information?

As a friend or family member assisting a Class Member, you can help them to complete the Individual Claimant claim form and will not have to provide your personal information.

29. Who can I contact if I need help filling out the claim form?

You can ask a friend or family member to help you fill out the claim form, or you can hire a lawyer to submit your claim on your behalf for Category 2 claims.

If you hire a lawyer of your choosing to help you submit your Category 2 claim, Canada will pay your lawyer an amount equal to 5% (plus tax) of the Category 2 payment received and will not come out of your compensation. Canada will not pay any lawyer fees for a Category 1 claim.

30. Can I get a lawyer to help fill out my claim form for me?

Yes. If you need help finding a lawyer to assist you with your claim form, you can:

1. Contact Class Counsel at:

Quebec: 1-888-232-3778

Provinces and Territories other than Quebec: 1-604-874-7171

2. Contact your provincial/territorial bar association.

Below is a list of provincial and territorial law societies with their contact information. Please contact the society in the province or territory where you live for help finding a lawyer for legal support.

Alberta	1-800-661-9003
British Columbia	1-800-903-5300
Manitoba	1-855-942-5571
New Brunswick	506-458-8540
Newfoundland & Labrador	709-722-4740
Nova Scotia	902-422-1491
Ontario	1-800-668-7380
Prince Edward Island	902-566-1666
Quebec	1-844-954-3411
Saskatchewan	1-833-733-0133
Northwest Territories	1-867-873-3828
Nunavut	1-844-979-2330
Yukon	1-867-668-4231

If a Class Member hires a lawyer to assist with their claim, Canada will pay that lawyer a separate amount equal to 5% of the Category 2 payment the Class Member receives.

The lawyer can also apply for up to a further 5% paid by Canada with court approval. Canada will pay for this legal assistance in addition to the compensation paid to you.

No payment for legal fees will come out of your compensation unless you specifically agree, and the lawyer obtains a court order approving such payment.

31. Are family members able to receive compensation on behalf of a deceased family member?

If a Class Member died on or after July 24, 2016, and their claim was submitted before their death, any compensation will be paid to the Estate.

If a Class Member died on or after July 24, 2016, and had not yet submitted a claim, their Executor / Administrator / Trustee / Liquidator can submit a claim on their behalf and any compensation will be paid to the Estate.

If there is no Executor / Administrator / Trustee / Liquidator, the compensation will be paid in accordance with the Court-approved estates protocol. You can locate the estates protocol on the Indian Boarding Homes Class Action website at <https://boardinghomesclassaction.com>.

No claim can be made for a Class Member who died before July 24, 2016.

32. What documents do I need to apply for compensation?

You must provide the following documents with your claim form:

- A copy (front and back) of one piece of Government ID. Accepted pieces of ID are:
 - Passport
 - Driver's License
 - Provincial and Territorial Photocard (for example Ontario Photo Card)
 - Certificate of Indian Status (Status Card)
 - Inuit Beneficiary Card
 - Health Card that has a photo (Quebec only)
- A void cheque or a direct form from your bank (if you choose to be paid by direct deposit instead of cheque).

33. What if I do not have government-issued photo identification?

If you do not have government-issued photo identification, you must complete the statutory declaration in the claim form.

34. What if I do not have a home/mobile phone number or email address?

If you do not provide a phone number or email address, we will communicate with you by mail.

35. When can I submit a claim and when is the deadline?

You can submit a claim any time between the Implementation Date and the Claim Deadline, which is two years and six months after the Implementation Date.

36. Can I request an extension if I cannot submit my claim by the deadline?

You can submit a request for a deadline extension which will be reviewed by the Exceptions Committee. The extension request forms will be available only after the deadline has passed. Your extension request and claim form must be submitted within six months of the Claim Deadline. Extension request forms and claim forms sent after that date will not be considered.

37. What happens after I submit my claim?

An acknowledgement will be sent within 4 to 8 weeks to let you know that your claim was received. If you do not receive a confirmation within 4 to 8 weeks of submitting your claim, please contact the Claims Administrator to verify that your claim was received.

The Claims Administrator will process your claim to determine whether you are eligible to receive compensation. Throughout this process you may check on the status of your claim through the website, by phone, email, or mail.

38. How will I get paid if my claim is approved?

On the claim form you will select whether to receive a cheque, or to have the payment deposited directly into your bank account.

39. When will I get paid if my claim is approved?

An acknowledgement will be sent to let you know your claim was received. The Claims Administrator will process your claim to determine whether you are eligible to receive

compensation. Throughout this process you may check on the status of your claim through the website, by phone, email, or mail.

There will be thousands of claims submitted and the process is expected to take several months for review. In addition, Category 1 claims must be reviewed before your Category 2 claim can be processed. Claim forms submitted without all the required information cannot be processed until the information is received. If your claim is missing information, the Claims Administrator will advise you by email or mail. Please inform the Claims Administrator of any changes in your contact information until you receive payment.

40. Will I lose social assistance if I get settlement money?

Settlement money should not impact social assistance you may be receiving.

41. Can I request status updates for my claim?

Throughout this process you may check on the status of your claim through the website, by phone, email, or mail.

42. If my claim is denied, can I appeal?

If your claim is denied you will be notified by email or mail, depending on the preferred contact method you indicated.

You can file for a reconsideration by the Independent Reviewer. The denial notification will include a deadline by which you must file a reconsideration request and a copy of the reconsideration form. You will be able to add more information in your reconsideration form if you wish.

43. If my Category 2 claim is approved at a lower compensation level than I expected, can I appeal?

You can appeal by filing for a reconsideration by the Independent Reviewer. Your notification of approval at a lower compensation level will include a reconsideration form and deadline by which you must file a reconsideration if you choose. You will be able to add more information in your reconsideration form to support your request.

44. Are there any mental or emotional support services available during the claims process?



If you need mental health assistance or emotional support, please contact Hope for Wellness at 1-855-242-3310 or online at www.hopeforwellness.ca.

More information on the health services available and how to access supports can be found at: <https://boardinghomesclassaction.com/resources>.

45. What happens to my claim when it is submitted? How will I know my information is kept confidential?

The security and privacy of Class Member information is of the highest importance. Any personal information received will be kept confidential and not be used for any purpose other than the Settlement process. If you have any questions, please visit the Indian Boarding Homes Program Class Action website at www.boardinghomesclassaction.com or call the Claims Administrator's contact centre at 1-888-499-1144.

Contacting Us

46. Where can I find a list of contacts to get more information?

- Resources and contact information are available on the Indian Boarding Homes Program Class Action Website at <https://boardinghomesclassaction.com>
- The Claims Administrator is reachable at:
 - By email: claims@boardinghomesclassaction.com
 - By phone: 1-888-499-1144
 - By mail: **Attn: Indian Boarding Homes Class Action**
18 York Street, Suite 2500,
Toronto, Ontario, Canada
M5J 0B2
- Class Counsel is reachable at:
 - For Class Members from provinces and territories other than Quebec:
 - By email: ibhclassaction@callkleinlawyers.com
 - By phone: 1-604-874-7171
 - By mail: **Klein Lawyers LLP**
1385 W 8th Avenue #400
Vancouver, BC V6H 3V9

For Class Members from Quebec only:

- By email: percival@dionneschulze.ca
- By phone: 1-888-232-3778
- By mail: **Dionne Schulze s.e.n.c.**
507 Place d'Armes, Suite 502
Montréal, QC H2Y 2W8

47. What are the Claims Administrator's hours of operation?

The Claims Administrator's call centre will be open from 9am to 7pm EST, Monday to Friday. You can mail or email at any time.

48. What languages are services available in?

Services are available in English and French. Best efforts will be made if additional language support is required.

49. What can I contact the Claims Administrator about?

You can contact the Claims Administrator with any questions about the class action settlement or the claim process.

They can also provide contacts for mental health or legal support services.

50. What is the average wait time for my call to get answered?

The average wait time for calls to the Claims Administrator's call centre will depend on the volume of calls. If there is a wait, you can request a callback.

You can also schedule a call during regular operating hours by emailing your request to claims@boardinghomesclassaction.com.

51. How is my information recorded and stored?

Calls to the Claims Administrator's call centre are not recorded.

Any personal information received will be kept confidential and not be used for any purpose other than the Settlement process or to acknowledge and record your Opt-Out of the Class Action. If you have any questions, please visit the Indian Boarding Homes Program Class Action website at www.boardinghomesclassaction.com or call the Claims Administrator's call centre at 1-888-499-1144.

52. Can my information be returned to me?

The Claims Administrator will destroy all Class Member information and documentation in its possession on a schedule beginning no sooner than two years after completing the compensation payments, according to a protocol to be developed by the Parties and approved by the Court. The protocol to be approved by the Court will provide a right for a Class Member or their Estate Executor or Personal Representative to specifically request the return to them of their information and documentation by the Claims Administrator.

Please note that documents included with your application should be copies, not originals.



Indigenous Services Canada
Services aux Autochtones Canada

First Nations and Inuit Health Branch
195 Henry Street, Unit 6C
Brantford, Ontario N3S 5C9

TICK SUBMISSION FORM

First Nation Community Name: _____

Please find enclosed _____ tick (s) sent to you for identification and testing

* Patient name: _____

Contact Telephone # (patient): _____

Complete Mailing Address (patient): _____

* Where was the tick most likely acquired? _____

(Be as specific as possible e.g. Town/City, cottage, provincial park etc.)

* Travel in past 2 weeks (check one): No travel Yes

if yes, which localities were visited? _____

* Date the tick was collected or removed: _____

* Was the tick attached (feeding)? _____ Was the tick attached to a Human? _____ Animal? _____

* Tick sent by: _____

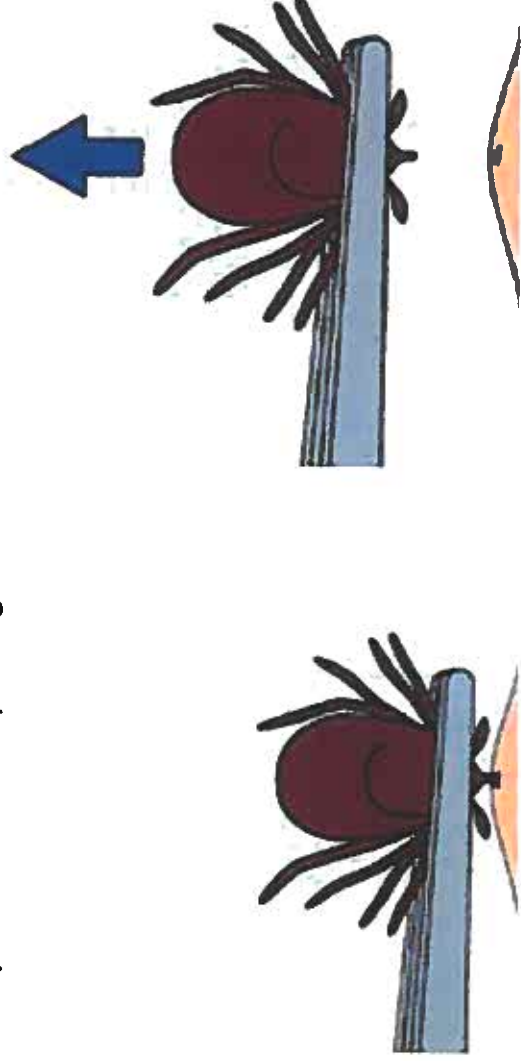
Please mail tick to:
Email completed tick submission form and zoomed in photo of the tick (beside a dime) to:
Trudy.Stanfield@sac-isc.gc.ca
*mailing address will be provided once form and photo are received

Office Use Only	
Identification No. _____	
Tick Species: _____	No _____
Stage: _____	Engorgement: _____
Condition: _____	
Identified by: _____	
Date: _____	

* The information in these fields is mandatory and is essential to the tick surveillance program. Failure to provide this information may result in rejection of the specimen.

How to remove a tick

- 1) Removing a tick is the same for humans and animals. It's important you **do not crush or damage the tick** because it could cause Lyme bacteria to pass from the tick into your bloodstream.
- 2) Use fine-tipped tweezers and grasp the tick as close to your skin as possible.
Do not use a lit match or cigarette, nail polish or nail polish remover, petroleum jelly (for example, Vaseline), liquid soap or kerosene to remove the tick.
- 3) Pull the tick straight out, gently but firmly.
Do not jerk or twist the tweezers while pulling the tick out.
Do not squeeze the tick – you might crush it.

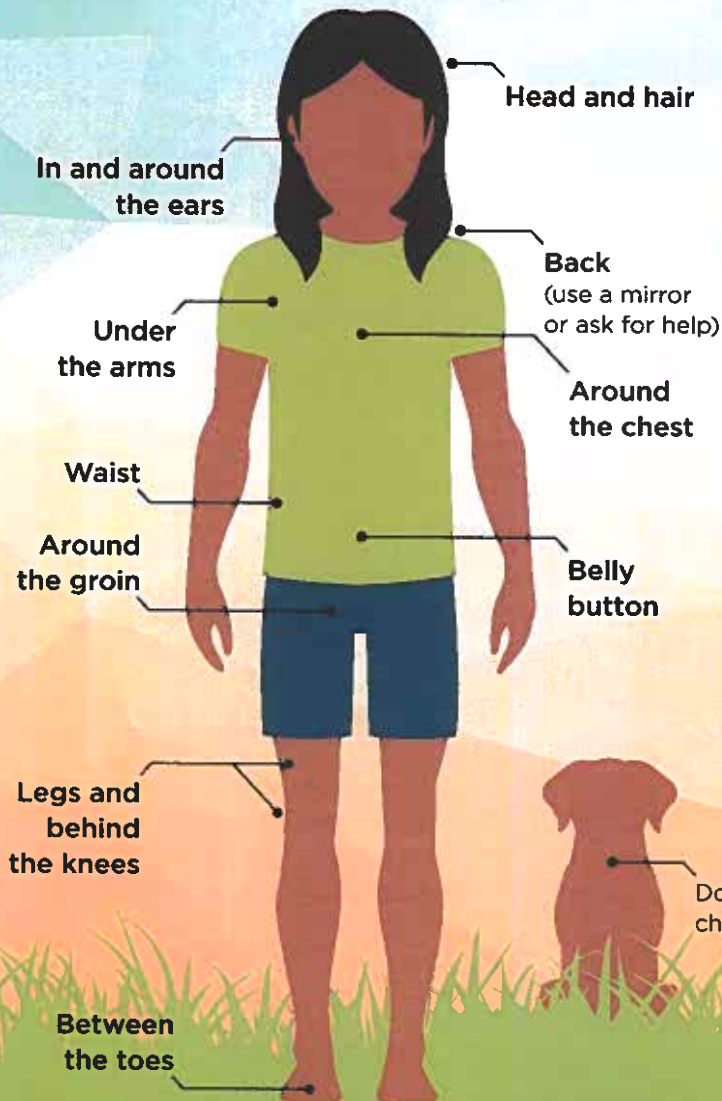


- 4) Once you have removed a tick, wash your skin with soap and water and then disinfect the bite site with rubbing alcohol.
- 5) Place the tick into a small container with a lid and contact your local health centre and/or take a zoomed in picture of the tick (beside a dime or coin) to show relative size.
- 6) Please email a picture of the tick as well as a completed tick submission form to:

Trudy Stanfield
Indigenous Services Canada – First Nations & Inuit Health Branch
Trudy.Stanfield@sac-isc.gc.ca

TOP 10 TICK HIDING SPOTS ON YOUR BODY

Tick checks are one of the ways you can prevent Lyme disease and other infections spread by ticks. **Check your entire body**, especially:



WHAT TO LOOK FOR?

Feel for **bumps** and look for tiny **dark spots**. Look carefully, most ticks are very small!



Photo: CDC/Eric Lacroix/Report of Disease

© 2015 Health Canada. All rights reserved. For more information, visit Canada.ca/LymeDisease. Call 1-877-315-2273.

Found a tick?
Remove it immediately to reduce the risk of infection.

Canada.ca/LymeDisease



Government
of Canada

Gouvernement
du Canada

ENJOY THE OUTDOORS, WITHOUT A TICK

Lyme disease is spread by the bite of infected blacklegged ticks. These ticks are often found in and near areas with trees, shrubs, tall grass or piles of leaves.

Follow these tips when heading outside:



01

PREVENT

- Wear light coloured long-sleeved shirts and pants.
- Tuck your shirt into your pants, and your pants into your socks.
- Wear closed-toe shoes.
- Use bug spray with DEET or Icaridin (always follow label directions).
- Walk on cleared paths or walkways.
- You can also wear permethrin-treated clothing, now available in Canada (always follow label directions).



02

CHECK

- Shower or bathe as soon as possible after being outdoors.
- Do a daily full body tick check on yourself, your children, your pets and your gear.
- Put your clothes in a dryer on high heat for at least 10 minutes.



03

TAKE ACTION

- Use clean fine-point tweezers to immediately remove attached ticks by slowly pulling them straight out. Try not to twist or squeeze the tick.
- Wash the bite area with soap and water or alcohol-based sanitizer.
- Keep the tick in a closed container and bring it with you if you go see your health care provider.
- Contact your health care provider if you're not feeling well or if you are concerned after being bitten by a tick.

For more information, visit
Canada.ca/LymeDisease

Canada

PHOTO: GETTY IMAGES; ILLUSTRATION: JEFFREY M. HARRIS

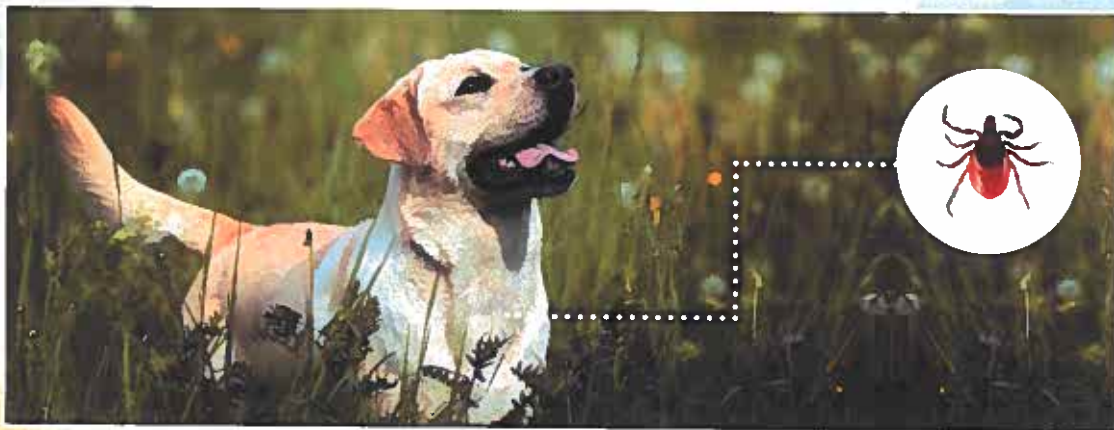


Government
of Canada

Gouvernement
du Canada

PROTECT YOUR PETS FROM TICKS AND LYME DISEASE

Lyme disease is spread by the bite of infected blacklegged ticks. These ticks are often found in and near areas with trees, shrubs, tall grass or piles of leaves.



The best way to protect your pets against Lyme disease is by avoiding tick bites:

- ✓ Check your pets for ticks after being outdoors. Ticks often attach to the head, neck and ears of dogs and cats.
- ✓ Carefully remove attached ticks immediately with clean fine-point tweezers and wash the bite area with soap and water, or alcohol-based sanitizer.
- ✓ Talk with your veterinarian about tick-prevention products for pets and Lyme disease vaccines for dogs.

For more information on how to protect yourself and your pet visit

Canada.ca/LymeDisease

Canada

Band Representative On-Call Schedule

Staff Member	Start Date	End Date
Kerri	2024-05-20 16:30	2024-06-03 8:30
Naomi	2024-06-03 16:30	2024-06-17 8:30
Kerri	2024-06-17 16:30	2024-06-24 8:30
Jodi	2024-06-24 16:30	2024-07-01 16:30
Kara	2024-07-01 16:30	2024-07-08 8:30
Jodi	2024-07-08 16:30	2024-07-15 8:30
Kerri	2024-07-15 16:30	2024-07-22 8:30
Naomi	2024-07-22 16:30	2024-07-29 8:30
Jodi	2024-07-29 16:30	2024-08-05 16:30
Kara	2024-08-05 16:30	2024-08-09 8:30
Naomi	2024-08-12 16:30	2024-08-19 8:30
Kerri	2024-08-19 16:30	2024-08-26 8:30
Kara	2024-08-26 16:30	2024-09-02 16:30

All On-Call Shifts are from Monday of week @ 4:30 PM to Monday of week @
8:30 AM

Holidays are all day; until 4:30 for Mondays

Contact Numbers:	
Kerri	(705) 921-5202
Naomi	(705) 690-6829
Jodi	(705) 690-9146
Kara	(705) 921-5205

* Our office is open Monday-Thursday from 8:30 - 4:30 and Friday from 8:30 - 12 to provide necessary items (food, diapers, etc.). On-Call is for Child Welfare emergencies ONLY *

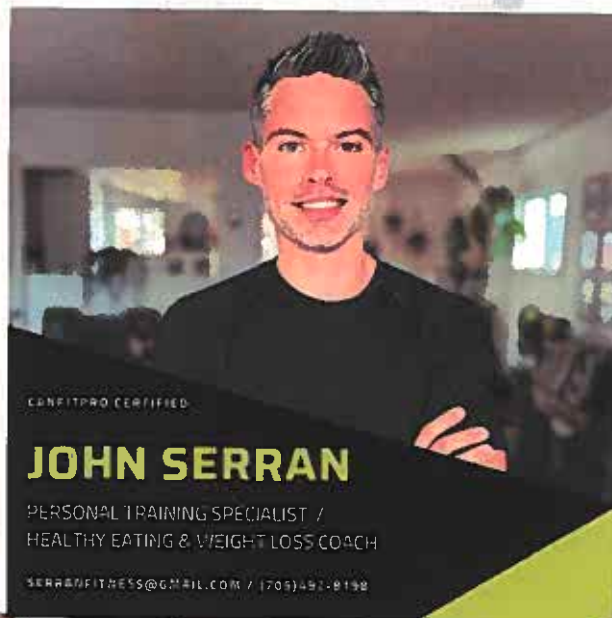
June

2024

Band Rep Lead Kerri Campbell



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 GRAD PHOTOS
2	3 OUT OF OFFICE	4 TRADITIONAL PARENTING	5 TRADITIONAL PARENTING	6 Office Closed	7	8
9	10	11 FATHER'S DAY EVENT	12 BAND REVIEWS	13 Physical Fitness with John	14	15
16	17	18 Get Ready for Summer Bingo	19 Inherent Jurisdiction Meeting & BBQ	20 Physical Fitness with John	21 OFFICE CLOSED	22
23	24	25	26	27 Physical Fitness with John	28 OUT OF OFFICE	29
30						



May 30, June 13, 20, 27

CanFitPro

@ Gym/Learning Centre

Contact Darcy to Register

CanFitPro Form must be completed

Thursdays @ 10 am to

3 pm

10 am Group Session

followed by 30-min

individual sessions @ 11

lunch
provided

hybrid
available

Pre-colonial Nishnaabeg nation, children were highly respected people, valued for their insights, humour, and contributions to families and communities...they were seen as Gifts, and parenting was an honour.

- Leanne Simpson, Dancing on Our Turtle's Back: Stories of Nishnaabeg Re-creation, Resurgence and a New Emergence

PM



June 4 & 5
9 AM to 4

please
RSVP

Traditional Indigenous Parenting Series

The Indigenous Parenting Series is facilitated through education, discussion, and activities. It is a flexible series with authentic involvement from the participants on parenting issues/topics relevant to them.

Day 1 (AM)

- History of Indigenous Parenting
- Beading & Parenting
- Intergenerational Trauma & Healing

(PM)

- Traditional Tools to Promote Mino-bimaadiziwin
- Developmental Stages
- Effective Discipline

Day 2 (AM)

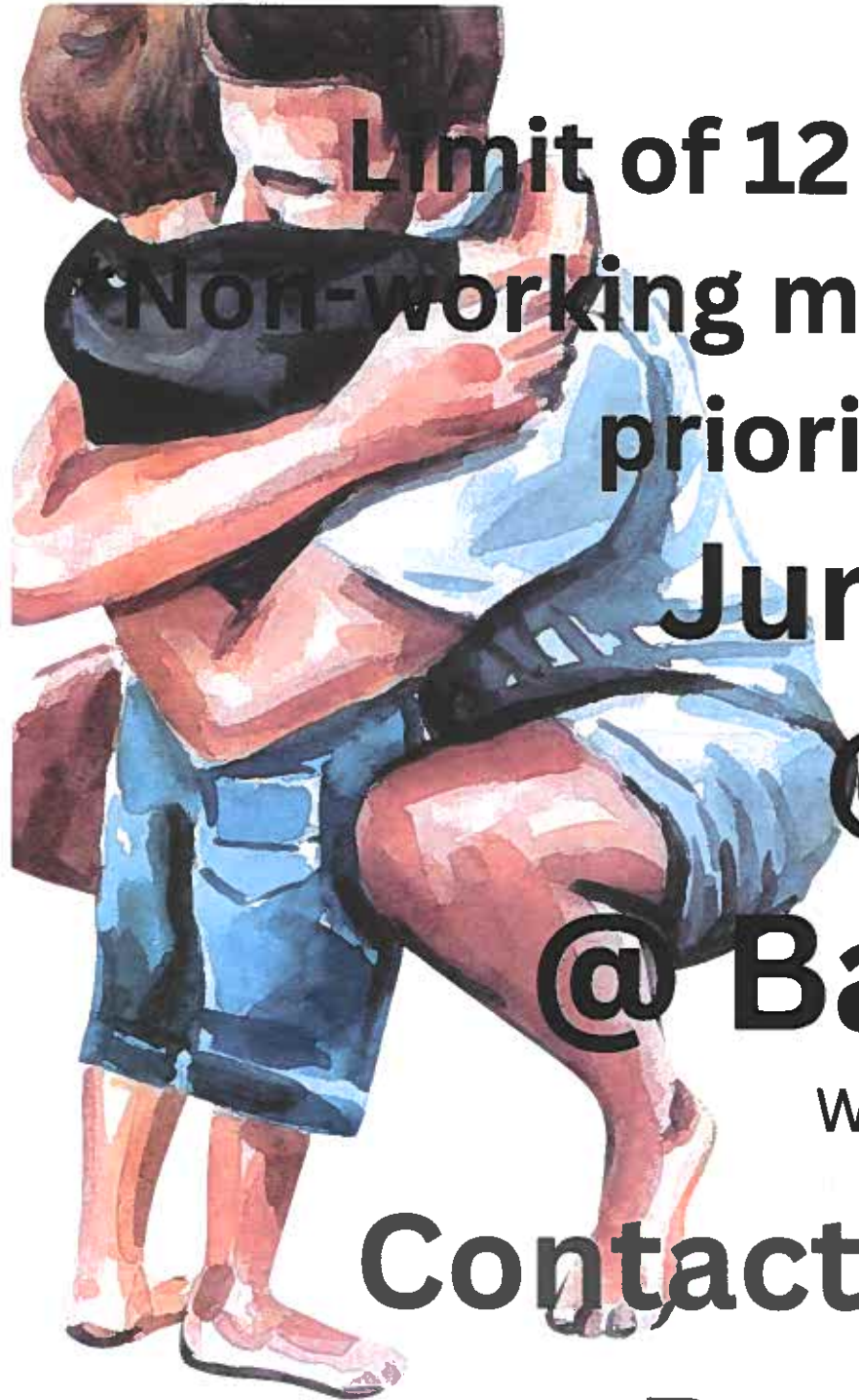
- Communication
- Emotions
- Open Q & A
- Parent topics

(PM)

- Nourishing your Child's Spirit
- Self-Care for Parents/Caregivers
- Certificates

Facilitator: Dr. Joey-Lynn Wabie, Wolf Lake FN

**REGISTER with Darcy: LOCATION: Henvey Inlet FN Learning Centre
705-857-1221
Zoom: Link will be sent to participants via email.**



Limit of 12 people

**Non-working members have
priority**

June 11, 2024

@ 10 am

@ Ball Field

Weather Permitting

Contact Darcy to

Happy

Register

**Father's
Day**



CONTACT DARCY TO REGISTER

JUNE 18 @ 10 AM

LEARNING CENTRE

Summer BINGO

26

42

15

83

+

LIMIT OF 20 PARTICIPANTS

*NON-WORKING MEMBERS PRIORITY



INTERNET SAFETY

&

Sexualized BEHAVIOUR

Snacks, Lunch and Prizes

Parents welcome to attend

Contact Darcy
to Register



search



Ages 8
to 18

July 9 @ 10 am

Location TBA



Community Health Nurse



BRENDA CONTIN

Brenda Contin, CHN

June 2024

Sun	Mon	Tue	Wed	Thu	Fri
	3 NOT IN: P.D.	4 C&C MTG	5 C&C MTG	6 OFFICES CLOSED	7 Methadone Clinic
	10 Methadone Clinic/ OFFICE	11 Methadone Clinic/ OFFICE	12 Methadone Clinic/ OFFICE	13 Methadone Clinic/ OFFICE	14 Methadone Clinic
	17 LITTLE CUR- RENT: RHT MTG	18 Methadone Clinic/ OFFICE	19 Methadone Clinic/ OFFICE	20 Methadone Clinic/ SUDZ: Program shopping	21 OFFICES CLOSED
	24 Methadone Clinic/ OFFICE/LUNCH & LEARN	25 Methadone Clinic/ OFFICE	26 Methadone Clinic/ OFFICE	27 CULTURAL LEAVE	28 CULTURAL LEAVE

FOOT CARE



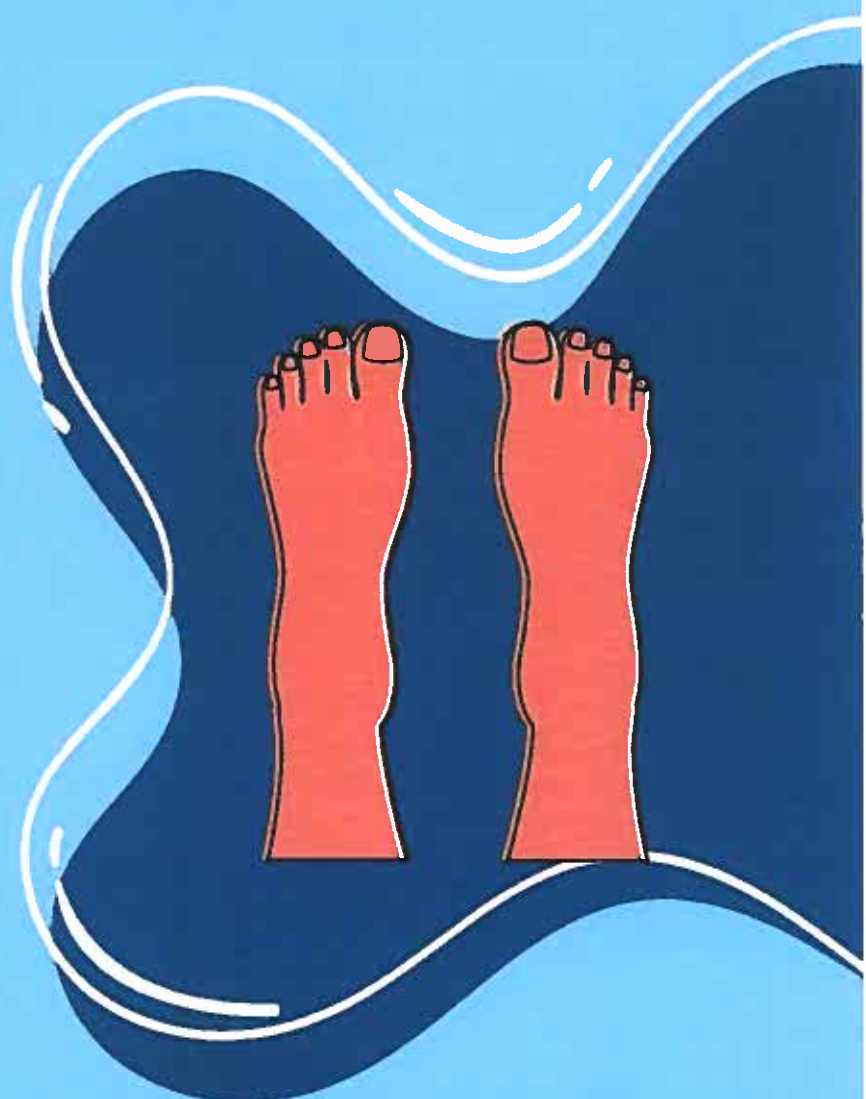
For Elders & Diabetics

Wednesday

June 5, 2024

Appointments will be
approximately 30 minutes,
First appointment at 9am &
last appointment is 2:30pm

Call Darcy at the Health
Centre to book your
appointment time!



Brenda Contin-C.H.N. 705-857-1221

Diabetic Bingo

Location: Henvey Inlet Learning Centre

Date: Monday June 24, 2024 @ 11:30 am



Diabetes Education

People who are Diabetic and not working will be given first priority on sign up list!

Diabetes BINGO!!

20 maximum players

Please call Darcy to sign up!!

You must be present at program by 11:45am or your name will be bumped by next person on the waiting list.

For Info Contact:

Brenda Contin, C.H.N.

705-857-1221

Home Care Nurse



DEBBIE BRENNAN

June 2024



DEBBIE BRENNAN
HCN

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Methadone Clinic 8:30-12pm, HCC visits	4 Methadone Clinic, Medical follow-ups	5 Home visits HCC Program	6 Anishinabek Day! Office closed	7 Methadone Clinic 8:30-12 pm	8
9	10 Home visits Home & Community Care Program	11 Methadone Clinic, Medical follow-ups HCC	12 Home visits HCC Program	13 Methadone Clinic Medical Consultations community	14 Methadone Clinic 8:30-12 pm	15
16	17 Home visits HCC Program	18 Methadone Clinic, Medical follow-ups HCC	19 Home visits HCC Program	20 Methadone clinic Medical Consultations community	21 Methadone Clinic 8:30-12 pm First Nation Day!	22
23	24 Home visits HCC Program	25 BP & BS screening Clinic 1-4 pm	26 Home visits HCC Program	27 Methadone clinic Medical Consultations	28 Methadone Clinic 8:30-12 pm	29/30

Blood Pressure & Blood Sugar Clinic

Tuesday June 25, 2024

Location: O&M Building

Office 1

Up to 3 individuals who visit Debbie to have their B.P./B.S. checked will be eligible to win 2 bags of perishables such as: Fruit, veggies, eggs, bread, and healthy treats.

No Sign-up is Needed!!

**FOR MORE INFORMATION:
DEBBIE BRENNAN 705-857-1221**





VISIT THE NURSE

Every Thursday in June!

1:00pm to 4:00pm

O & M Office 2 or Home Visits available!

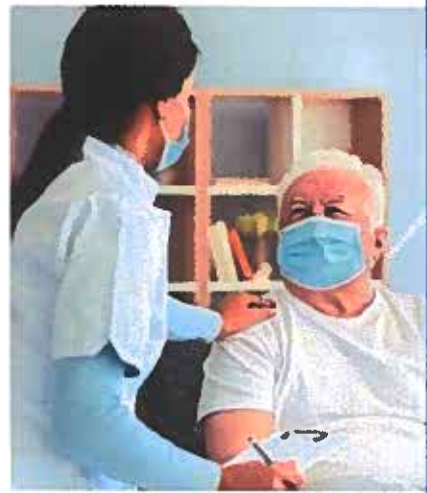
All Community Members Welcome!!

Blood Pressure Checks - Blood Sugar Checks

Individual Consultations * For Health Issues, Cardiovascular and Respiratory Health, Managing Diabetes, Mental Health Support and More!

~ALL CONSULTATIONS ARE COMPLETELY CONFIDENTIAL~

**DEBBIE BRENNAN, RPN
HOME & COMMUNITY CARE NURSE
705-857-1221 OR 705-857-3449**



Echinococcus Handout

What is Echinococcus?

Echinococcus is a type of tapeworm. Tapeworms are parasites that live in the intestines of many different species of animals, including humans. Two species of Echinococcus (*Echinococcus granulosus*, and *Echinococcus multilocularis*) are known to exist in Canada. *Echinococcus* spp. are transmitted between two different groups of animals: **definitive hosts** and **intermediate hosts**.

A definitive host is an animal that normally carries the adult worms in their intestines and sheds eggs in their feces. For both species of Echinococcus, coyotes, foxes, wolves and other wild canids are definitive hosts. Household dogs can also be definitive hosts. An **intermediate host** is an animal species that ingest eggs from feces of an infected definitive host. The eggs hatch and develop cysts of the parasite in body tissues, and is then eaten by a definitive host, completing the parasite life cycle. Small prey animals such as voles, mice and lemmings are common intermediate hosts for *E. multilocularis*, whereas *E. granulosus* may be found in larger animals such as rabbits, sheep and moose.

Can humans become infected with Echinococcus?

People can be “accidental” intermediate hosts. People do not get intestinal tapeworm infections with Echinococcus, even if they eat meat containing the cysts. However, people can be infected with the cyst form if they swallow eggs from the feces of an infected definitive host. Most people are rarely exposed to feces from wild canids. However, both domestic and feral dogs can also be infected as definitive hosts, and exposure to Echinococcus eggs in their feces places humans at higher risk. Eggs could be ingested while consuming vegetation or drinking water that has been contaminated with infected feces. Humans may also become infected after handling contaminated dog or wild canid feces or fur, and then transferring eggs to the mouth by touching the face or eating before adequate hand washing.

What happens when humans are infected with Echinococcus?

If an Echinococcus infection in a human occurs, it can result in a variety of symptoms that depend on the size and site of the infection. Cysts will typically develop in the liver, lung, or brain but it can affect any organ. Some patients have no symptoms. Some may have this infection for 10-15 years before they develop any symptoms. For others, the cyst(s) may become so large that the cysts push against other organs and compromise organ function. Cysts may also rupture and cause bleeding, secondary bacterial infection, organ failure, and potentially a life-threatening allergic reaction. Treatment may require a combination of surgery and anti-parasitic medications.

How do I minimize my risk of getting Echinococcus?

There are several basic precautions that can minimize the risk of human infection with Echinococcus. Since exposure to eggs in dog or wild canid feces is the primary route of human exposure, important preventive measures include good hygiene practices (especially handwashing) when handling wild or domestic canid feces or after exposure to areas where wild or domestic canids may have defecated. Routine (monthly) deworming of dogs that may be exposed to infected rodents (e.g. dogs that are allowed to roam off-leash with access to rodent habitats in parks and gardens and that may hunt or scavenge small rodents) with praziquantel can reduce the risk of infection in domestic dogs, as well as within household exposure to parasite eggs from infected pets. Dog owners should not allow their dog to consume carcasses of wild or domestic ungulates (cattle, sheep, moose, elk, deer). If your dog does have access to carcasses, talk to your veterinarian about an appropriate deworming strategy. Always wash your hands after handling a dog that has access to ungulate carcasses. When enjoying outdoor recreation, do not touch or disturb wolf, coyote, or fox feces. Hunters should wear gloves when field dressing a wolf, coyote, or fox carcass, and wash hands and forearms thoroughly, since they may have come into contact with contaminated feces or fur.

Resources:

https://www.publichealthontario.ca/-/media/Documents/E/2023/aag-echinococcus-multilocularis.pdf?rev=e3b282079f8941638f5d11562a03699c&sc_lang=en

<https://www.cdc.gov/dpdx/echinococcosis/index.html>

A photograph showing three trays of dried herbs. The top tray is white and contains green, feathery herbs. The middle tray is yellow and contains dark brown, finely ground herbs. The bottom tray is black and contains grey, fibrous herbs. A large blue circle is overlaid on the bottom right of the image, containing the text.

**CULTURAL
COORDINATOR
Stan Moses**

**Henvey Inlet First Nation Health Centre
354A Pickerel River Road- Pickerel, ON**

PoG 1J0

(705)857-1221 EXT: 229



TUESDAY JUNE 11, 2024

MEN'S CIRCLE

**WITH STAN MOSES & ARLEN TULLOC
& DAVE RICE**

KIND MAN PROGRAM

TRAILER #4		
	Starting at 5:00 PM	

PLEASE CALL TO SIGN UP ASAP!!!

10 SPOTS AVAILABLE

**FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN
COMMUNITY, CONTACT:**

CULTURAL COORDINATOR- STAN MOSES 705-857-1221



TUESDAY JUNE 25,
2024

MEN'S CIRCLE

**WITH STAN MOSES & ARLEN TULLOC
& DAVE RICE**

KIND MAN PROGRAM

TRAILER #4

Starting at 5:00 PM

PLEASE CALL TO SIGN UP ASAP!!!

10 SPOTS AVAILABLE

**FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN
COMMUNITY, CONTACT:**

CULTURAL COORDINATOR- STAN MOSES 705-857-1221

Canadian Firearm Safety Course & Hunter Education

Facillitated by Regan Pilatzke

J U L Y
19, 20 & 21

O & M BUILDING
UPSTAIRS

**CALL DARCY AT
HEALTH CENTRE TO
REGISTER BY JULY 12,
2024**

12 Spots available!

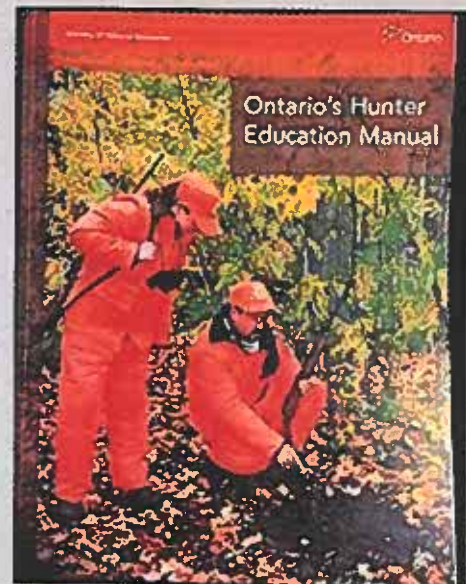
**Band Members have priority
and their registration fee will
be covered!**

**PLEASE ONLY SIGN UP IF YOU
ARE COMMITTED TO
ATTENDING!**

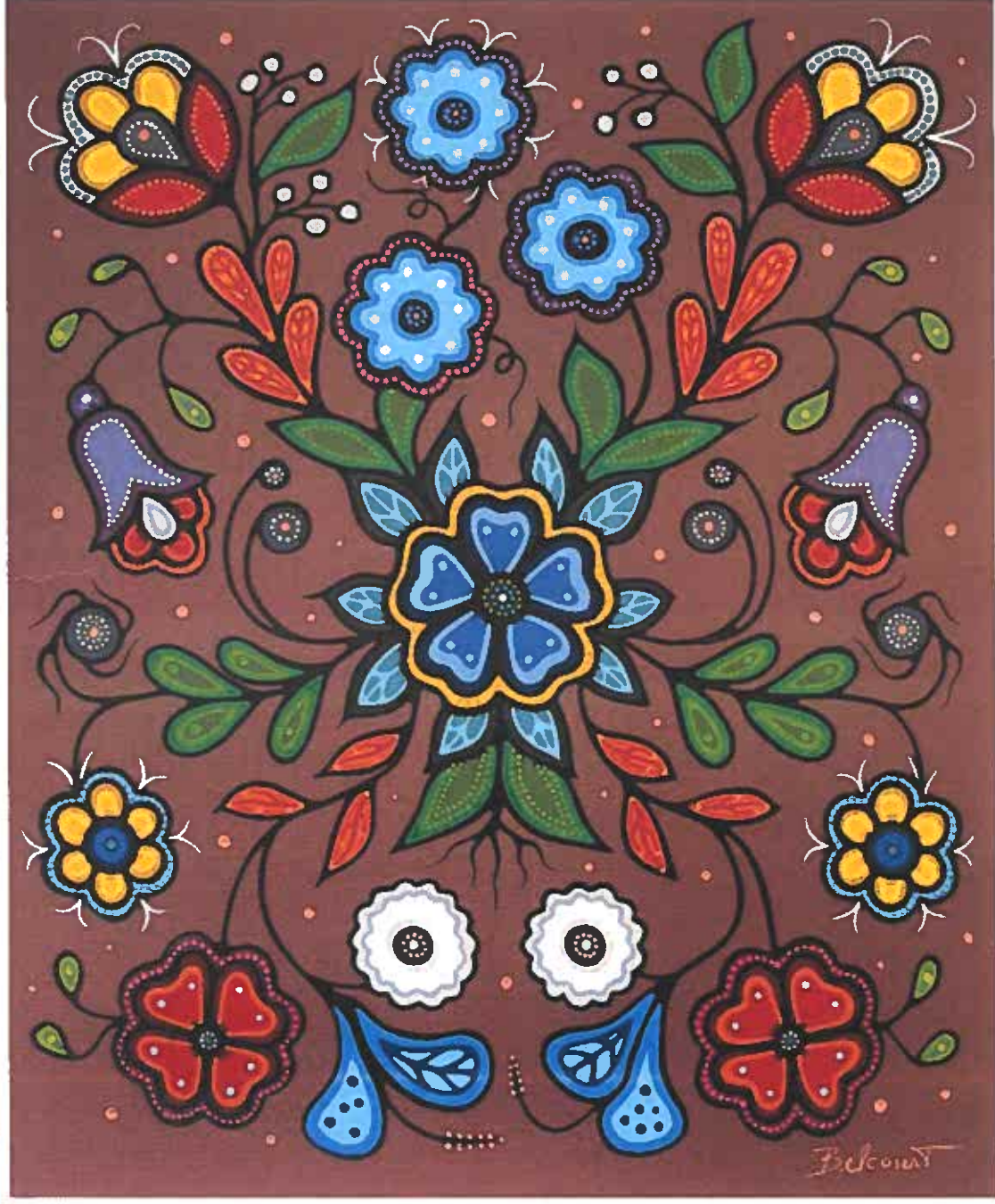
Contact Person: Stan Moses

705-857-1221

CANADIAN FIREARMS
SAFETY COURSE



COMMUNITY WELLNESS PROGRAM NEWS



This program is designed to deliver primarily client and participant-based services to Aboriginal individuals, families and children. The priority focus of programming is related to reducing family violence.



COMMUNITY WELLNESS PROGRAM

A HAPPY LIFE IS ONE SPENT IN LEARNING, EARNING, AND YEARNING.



JUNE 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2 DRAFT MEMBERSHIP MEETING @ 1PM	3 STAFF MEETING BAND COUNCIL MEETING @ 6PM	4 IN OFFICE	5 IN OFFICE	6 ANISHINABEK GIIZHIGAD HOLIDAY	7 OUT OF OFFICE	8
9	10	11 V A C A T I O N	12	13 W E E K	14	15
16	17 STAFF MEETING CLIENT APPT.	18 IN OFFICE	19 IN OFFICE	20 OUT OF OFFICE	21 NATIONAL INDIGENOUS DAY HOLIDAY	22
23/30	24	25 V A C A T I O N	26	27 W E E K	28	29

HAPPY BIRTHDAY

in June

2nd	PERCY ASHAWASAGAI
7th	JASON ASHAWASEGAI
7th	SHIRLEY MCQUABBIE
9th	CARTIA ASHWASEGAI
15th	BRUCE ASHAWASEGAI
15th	LEYAH ASHAWASAGAI
20th	MARK BEACHEY
23rd	DEE BENNETT
28th	DEBBIE FOX
28th	MUSHAKWAAT MCQUABBIE-ROY
29th	FELICITY ASHAWASEGAI

