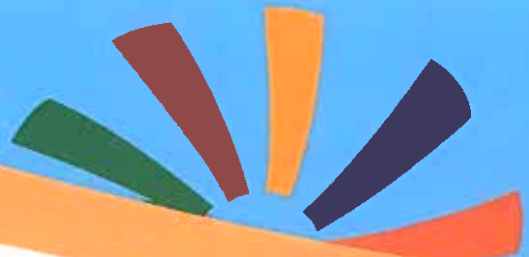




FEBRUARY 2025

Important dates/events/workshops:

- Band Council Meeting - February 3
- Offices Closed on Monday February 17 for Family Day
- Nomination Meeting- Monday February 10
- Election Date- Monday March 24
- Wind Farm Quarterly Payment Schedule 2025
- Job Postings
- Sit Down Lunch w. Louise- February 12 & 26
- Ontario Works Schedule for February
- HIFN Day Care Newsletter
- Band Representative On-Call Schedule
- Band Rep Logo Contest
- Valentines Luncheon- Feb 5
- Diabetic Foot Care- February 5
- Elders Gathering- February 27
- Wills & Estates Workshop- Date to be announced for March
- Men's Circle- February 4 & 18
- Colin Mousseau Traditional Healer- February 22, 23 & 24



Community

Band Council Meeting

Monday February 3, 2025



6:00 PM @ Fire Hall

Topics

- Agenda
- Council Reports

Zoom link will be posted once available!



Offices Closed February 17, 2025 for Family Day



HENVEY INLET FIRST NATION

Notice of Nomination Meeting

Notice is hereby given that a meeting of the electors of the **Henvey Inlet First Nation** will be held at the **Henvey Inlet Fire Hall, 295 Pickerel River Road, Pickerel, ON** on **Monday the 10th day of February, 2025**, beginning at **5:00 o'clock p.m.** and lasting for at least three hours to conclude at **8:00 o'clock p.m.** for the purpose of **nominating candidates** for the positions of Chief and Councillors on the Band Council of said Band, for the next ensuing term.

There are seven (7) Councillor positions and one (1) position for Chief available.

The Election will be held at the Henvey Inlet Fire Hall, 295 Pickerel River Road, Pickerel, ON on Monday the 24th day of March, 2025 from 9:00 o'clock a.m. until 8:00 o'clock p.m.

Please note that any eligible voter may nominate candidates by using a mail-in nomination form. All eligible voters, regardless of residence, that are 18 years of age or older as of the Nomination Meeting may nominate candidates for the position of both Chief and Councillor. Voters may deliver or mail-in a written nomination and a completed, signed and witnessed voter declaration form to the Electoral Officer before the time set for the Nomination Meeting OR voters may nominate candidates orally at the nomination meeting. Mailed nominations not received by the Electoral Officer before the time set for nomination meeting are void.

Given under my hand at Henvey Inlet First Nation, this 10th day of January, 2025.

G. Scott Jacobs, Electoral Officer
P.O. Box 149
Britt, ON
P0G 1A0
Phone: (705) 741-3773
E-mail: scott.jacobs@sympatico.ca


Signature of Electoral Officer



HENVEY INLET FIRST NATION WINDFARM LEGACY TRUST

Quarterly Payments to Eligible Members

2025 ANNUAL PAYMENT SCHEDULE

If you have not submitted your banking information, or have new/updated bank accounts
Please follow the instructions below:



Photo/Image of
Member's
Status Card

Provide a photo/image of
Your Status Card



Submit Deposit
Form

Complete a direct deposit
form or Void Cheque in
your name from your bank



Contact
Information

- MUST include:
1. Legal name
 2. Address
 3. Phone #
 4. Email address



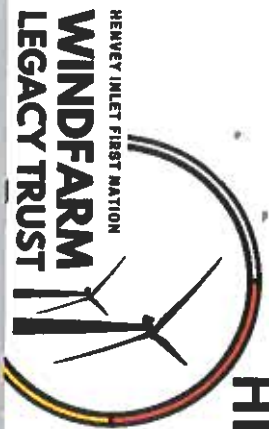
Await Transfer

Payments are made every 3 months in:

March, June, September & December

Refer to the Payment Schedule for details

Email your information to: Lyndy McQuabbie, Trust Coordinator trustcoordinator@henveyinlet.com



HENVEY INLET FIRST NATION WINDFARM LEGACY TRUST

Quarterly Payments to Eligible Members

2025 ANNUAL PAYMENT SCHEDULE

Eligible Member Info Submission Deadline	Quarterly Payment Date
QUARTER 1: Friday, February 28, 2025	Friday, March 28, 2025
QUARTER 2: Friday, May 30, 2025	Friday, June 27, 2025
QUARTER 3: Friday, September 5, 2025	Friday, September 26, 2025
QUARTER 4: Monday, December 1, 2025	Friday, December 19, 2025

1. Late submissions after the deadline will be included at the next Quarterly Payment Date.
2. Payment questions and submissions send to trustcoordinator@henveyinlet.com, or please contact the Trust Coordinator @ 705-857-2331



**Henvey Inlet
First Nation**

Pickereil, ON POG 1J0

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

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

Day Care
354B Pickereil 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: January 27, 2025

Re: Employment Opportunities

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

- 1) Adult Education Teacher – 1 Position
- 2) Band Representative – 2 Positions
- 3) Community Wellness Worker – 1 Position
- 4) Early Childhood Education Worker – 1 Position
- 5) Education Administrative Assistant – 1 Position
- 6) Financial Administrative Assistant – 1 Position
- 7) Home Maintenance Worker – 1 Position
- 8) Home Support Worker – 1 Position
- 9) Janitor – 1 Position

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
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

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

BAND REPRESENTATIVE

*** 2 POSITIONS ***

POSITION SUMMARY

Henvey Inlet First Nation is seeking two (2) full-time **Band Representatives** to join our Administration. The Band Representative reports to the Band Representative Lead and is responsible to represent and advocate for Henvey Inlet First Nation members that are involved with any child welfare agencies throughout Canada. This position requires exceptional interpersonal communication skills and strong organization 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 Band Representative 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
- Provide support services to Henvey Inlet First Nation members that are currently or may be involved with child welfare agencies
- Establish and develop an active working relationship with all child welfare agencies throughout Canada
- Respond to all child welfare agencies when notified of any members being involved with their agency
- Behave in a professional manner when acting as a representative of Henvey Inlet First Nation
- Develop a plan of care for HIFN members and ensure that a legal representative is aware of all court files as necessary
- Ensure that customary care is practiced with all band members before court is considered
- Participate in all Service Plans, Plans of Care or Service Development for Henvey Inlet band members
- Assist with the development of BCR's as needed with full briefing notes for Chief and Council
- Review CCAs prior to seeking Chief and Council's approval for BCRs
- Present in-camera sessions with a report to Chief and Council monthly or when required
- Build and maintain trusting and supportive client relations
- Attend all court proceedings related to band member child welfare cases as required
- Act as a representative of Chief and Council when they are unable to attend courtroom proceedings for child welfare cases
- Present information and documents to the courts on behalf of Chief and Council for child welfare cases
- Act as a support system to band members required to attend child welfare court proceedings
- Maintain an empathetic and supportive demeanor to band members and their families
- Liaise with Chief and Council regarding court proceedings and outcomes
- Maintain a log of activities that are participated in on behalf of the band
- 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
- 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 Band Representative Lead, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Post-secondary certificate, degree or diploma in Social Services, Family Services, Child and Youth Services or other related field
- 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 courtroom and public speaking experience
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients and affiliates
- 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

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

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

COMMUNITY WELLNESS WORKER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Community Wellness Worker** to join our Administration. The Community Wellness Worker reports to the Health Director and is responsible for providing culturally appropriate programs and services to address and respond to existing and emerging family violence, health, healing and wellness issues, including intergenerational trauma. The Community Wellness Worker will work directly with clients to achieve and enjoy healthy and balanced lives through the promotion of positive change in values, attitudes and behaviours. This position requires exceptional interpersonal communication and advocacy skills and strong knowledge of First Nations culture, language and traditional ceremonies and practices.

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 Wellness Worker will be responsible to:

- Support the reduction and prevention of family and community violence through 1-on-1 client support and group support initiatives
- Assist in planning, designing and facilitating various group-based workshops and activities focused on improving indigenous health and enabling participants to achieve and enjoy a healthy and spiritually balanced life
- Work collaboratively with HIFN colleagues and community partners to bring family violence and human trafficking awareness and prevention campaigns and resources into the community
- Build and maintain trusting and supportive client relations
- Assist with client intake and needs assessments, ensuring all necessary forms and documents are completed and inputted into appropriate files and electronic databases
- Maintain up-to-date electronic and paper-based client files, ensuring they are securely stored with restricted access
- Provide client-based services that utilize case management techniques such as establishing trusting relationships, case noting, advocacy and referrals
- Conduct home visits and provide home outreach services as appropriate
- Support clients to establish and maintain independent, safe and stable living environments where their basic needs are being met
- Assist clients with scheduling appointments and securing or providing transportation to/from appointment destinations
- Assist clients with applying for and obtaining personal identification such as birth certificates, health cards, status cards, etc.
- Encourage and support clients to make healthy choices and practices through methods such as harm reduction
- Support clients through their journey to healing traumas and assist them to connect with after-care support programs designed to help them achieve overall wellness
- Incorporate indigenous culture into healing and wellness activities
- Provide focused education and information to members seeking to learn about and participate in their indigenous culture through individual and group counselling sessions
- Work collaboratively with the Cultural Coordinator to coordinate and facilitate ceremonial and traditional activities, including sewing and beading groups, healing/cultural teaching circles and/or support groups
- Provide culturally appropriate life skills training, support services, resources, educational materials, and workshops to address community wellness needs
- Help to organize and facilitate all major community events such as the Community Christmas Party, Easter Breakfast, Loonie Auction, Community Powwow, Remembrance Day Ceremonies, etc.
- Establish committees to help coordinate all major community events and recruit and train volunteers

- Work collaboratively with staff, band members and Elders to establish and maintain documentation of HIFN historical projects, events, family histories and other relevant historical archives
- Assist members with establishing and maintaining up-to-date ancestry records when requested
- Provide members with culturally centered support services for funeral and estate planning when requested
- Plan the annual Seven Grandfather Teaching awards ceremony and oversee the nomination and selection process
- Prepare and submit grant proposals to funding agencies for community wellness and fitness initiatives
- Order and purchase supplies required to facilitate community events, workshops and other approved items for clients as needed
- Distribute information on community wellness workshops, community events and other departmental initiatives via the community newsletter, website, bulletin boards and other multi-media platforms as required
- Ensure all Ministry reporting requirements are met in a timely manner, including the completion and submission of all required agency forms, agreements, budgets and reports
- Prepare and monitor annual community wellness program budget and present quarterly program financial reports to the Director of Finance/Administration
- Behave in a professional manner when acting as a representative of Henvey Inlet First Nation
- Develop and maintain professional working relationships with external agencies and program sponsors including the Union of Ontario Indians
- Liaise and consult with the Union of Ontario Indians on issues and available opportunities to enhance the community wellness program
- Prepare and submit all mandatory reports required on behalf of the community wellness program to the appropriate government ministry and funder
- Work collaboratively and cooperatively with all community professionals, departments and colleagues
- Prepare full briefing notes for the Health Director, Director of Finance/Administration and Chief and Council on program statistics regarding program participation and attendance, and other issues and concerns
- Develop and maintain accurate, up-to-date and concise work files
- Create and maintain a secure filing system with gathered information on all clients accessing services in accordance with PIPEDA regulations
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Attend and actively participate in external continuous learning opportunities that affect the delivery of the community wellness program 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 Health Director, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Grade 12 diploma or equivalent required; Post-secondary degree or diploma in Social Services, Human Services or other related field preferred
- 2-3 years of experience providing health and social support services to clients, preferably in an Indigenous setting
- Previous experience working with volunteers in a non-profit setting an asset
- 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
- Current NVCI training certificate an asset
- A strong understanding of First Nations' cultures, values and history required
- Knowledge of Henvey Inlet First Nation community and practices an asset
- Knowledge of current social issues affecting Indigenous people including trauma and addictions
- Previous experience working within a First Nations organization an asset
- A strong working knowledge of traditional ceremonies and practices
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients, community agencies and affiliates
- Ability to mentor clients and intervene when additional support services and referrals are needed
- Knowledge of relevant community-based, and external support programs and services available
- Strong public speaking and advocacy skills

- Strong written and verbal communication skills
- Exceptional time management, organization and administrative skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Excellent problem-solving, critical thinking and conflict resolution skills
- Highly resourceful with the ability to adapt to changing work needs and demands
- Proven ability to handle confidential information with discretion
- Effective financial literacy and budgeting skills
- Professional attitude and a strong work ethic
- Self-driven with the ability to work independently with little direction
- Ability to work collaboratively with colleagues in all departments to support client needs
- 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/wk

WORK LOCATION

In-office

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

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

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

EDUCATION ADMINISTRATIVE ASSISTANT

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Education Administrative Assistant** to join our Administration. 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.

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 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

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

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

FINANCIAL ADMINISTRATIVE ASSISTANT

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Financial Administrative Assistant** to join our Administration. The Financial Administrative Assistant reports to the Director of Finance/Administration and is responsible for managing Henvey Inlet First Nation's accounts payables and receivables, processing employee payroll accurately and on time, and completing, remitting and maintaining required financial books, reports and documentation in an organized, timely manner. This position requires excellent mathematical reasoning, a high understanding of accounting principles, attention-to-detail, and strong organization and time-management 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 Financial Administrative Assistant will be responsible to:

- Maintain computerized records for specified Henvey Inlet First Nation accounts in Simply Accounting software
- Update accounting General Ledger when funding amendments are received
- Input financial data into accounting system and allocate transactions to the appropriate General Ledger account
- Manage accounts receivables and accounts payables and process all incoming and outgoing cheques
- Process expense claims and vouchers for payment, enter invoices, match invoices with purchase orders, and check all claims for accuracy
- Verify account codes and signatures for proper assignment of budgetary expenditures
- Ensure timely and accurate processing of all incoming and outgoing invoices
- Act as first line contact with vendors regarding billing and payment problems
- Record deposits and payables journal entries to the General Ledger
- Prepare and process weekly employee payroll for assigned departments
- Prepare annual T4 slips for HIFN employees
- Prepare all cash and cheque deposits for bank
- Bring bank deposit to bank as required
- Prepare all direct deposit payments for payroll, incoming invoices, travel and vendor expenses via Electronic Fund Transfer (EFT)
- Prepare all financial statements and bank reconciliations for assigned departments
- Prepare and submit required financial reports for Director of Finance/Administration, other HIFN department staff, and/or the requesting government body, achieving assigned deadlines
- Prepare and remit all necessary government remittances and other payments by required due date
- Assist with opening and closing the financial books in preparation of the annual audit
- Assist auditors with annual review by preparing and providing supporting documentation as requested
- Print monthly finance reports in time for monthly finance meeting and provide to Director of Finance/Administration
- Perform clerical duties, such as maintaining orderly and chronological filing and record systems
- Communicate with various staff members both in person, via email and on the phone, addressing their questions and requests
- 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 Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- College Diploma in Business Administration, Finance, Accounting, or a related field
- Minimum 5 years combined previous accounting, payroll and/or finance related work experience
- Strong working knowledge of Generally Accepted Accounting Principles
- Proficiency with Simply Accounting software required
- High level of proficiency with Microsoft Word and Excel
- Valid Ontario Class G Driver's License with access to a reliable vehicle
- Exceptional organization and time-management skills
- Excellent problem solving and critical thinking skills
- High level of attention to detail and a high degree of accuracy
- Ability to multi-task and manage competing priorities
- High level of personal integrity and a strong work ethic
- Current First Aid and CPR Level C an asset
- Previous experience working within a First Nation Organization would be an asset

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

February 24, 2025

APPLICATION DEADLINE

February 11, 2025

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

HOME MAINTENANCE WORKER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is currently seeking a temporary, full-time **Home Maintenance Worker** to join our Administration for a 6-month contract. The Home Maintenance Worker reports to the Community Health Nurse and is responsible for providing primarily exterior home maintenance and minor home repairs for eligible clients in the Community. This position requires excellent customer service and interpersonal communication skills and a strong work ethic.

MAIN RESPONSIBILITIES

The Home Maintenance Worker will be responsible to:

- Ensure the safety and adaptation needs of clients are met via installation of support bars, railings, etc.
- Check and report any extraordinary maintenance or safety concerns to the Supervisor
- Provide appropriate level of service to all clients as assigned and noted in the monthly calendar
- Accompany Supervisor on quarterly home visits to clients to review services being provided and ensure client satisfaction
- Perform various preventative, routine and seasonal home maintenance duties for clients including:
 - Basic plumbing such as repairing leaky faucets, broken pipes, etc.
 - Interior and exterior painting, window washing and basic carpentry
 - Changing light bulbs and smoke detector batteries
 - Deck and porch repair
 - Installation of clotheslines when requested
 - Hanging wall fixtures, safety bars or décor
 - Ensuring mailboxes are kept in good order for incoming mailing delivery
 - Cutting, piling, splitting and delivering wood
 - Lawn maintenance such as grass and brush cutting, raking leaves and removal of fallen trees
 - Assisting with planting, watering, weeding and harvesting of gardens
 - Clearing snow from driveways, steps, ramps, pathways, garbage bins, and mailboxes
 - Salting and/or sanding driveways, steps, ramps and walkways prior to and immediately following snow or ice storms
 - Hanging Christmas lights and outdoor decorations
 - Cleaning chimneys, stove pipes and gutters/eavestroughs
 - Winterizing doors and windows
 - Water delivery
 - Picking up and removing garbage and other debris in and around the property
 - Assisting with more difficult tasks in and around the home as required
- Perform other duties as assigned from time-to-time by Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Valid Ontario Class G2 Driver's License **a must**
- Grade 12 diploma or equivalent preferred
- Current CPIC
- Basic home maintenance and carpentry skills
- Previous brush cutting or landscaping experience an asset
- Chainsaw Safety Certification preferred
- Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 20lbs continuously
- Previous experience providing respectful and compassionate service to Elders preferred
- Current First Aid and CPR Level C
- Excellent customer service and interpersonal communication skills
- Exceptional organization and time-management skills
- Professional attitude and a strong work ethic
- Must be able to work with little supervision; must be self-directed
- Willingness to work rotating and flexible hours a must

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

\$19.52/hour

START DATE

As soon as possible

APPLICATION DEADLINE

February 3, 2025

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

HOME SUPPORT WORKER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is currently seeking a full-time **Home Support Worker** to join our Administration. The Home Support Worker reports to the Community Health Nurse and is responsible for providing in-home housekeeping and personal care support for eligible clients in the Community. This position requires high-level of personal integrity and professionalism.

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 Home Support Worker will be responsible to:

- Provide appropriate level of service to all clients as assigned and noted in the monthly calendar
- Ensure the safety and adaptation needs of clients are met, reporting any extraordinary maintenance or safety concerns to the Supervisor
- Check and report any concerning changes in client behaviour or conditions to the Supervisor
- Visit with clients and provide friendly companionship
- Help clients with daily personal care items such as dressing or grooming when requested
- Assist elders with their medications as needed or required
- Assist with personal safety such as walking and descending stairs, getting up or sitting down, and climbing in and out of bed, etc. as needed
- Perform housekeeping tasks catered to each clients' individualized needs including doing dishes, making beds, washing/drying/ironing/folding/putting away laundry, putting away groceries and other items, and other routine cleaning tasks
- Do a major deep house cleaning at least twice per year in spring and fall
- Help plan, prepare and serve meals, cleaning up once finished
- Help collect client mail from the community mail box and deliver to client in-person as requested
- Help with household-management tasks like coordinating non-medical appointments and excursions or running household errands such as groceries and other shopping
- Accompany clients to events, appointments and shopping excursions as required
- Serve as back-up transportation driver and help to coordinate client transport when needed
- Assist Home Maintenance Worker on exterior maintenance when directed
- Accompany Home Care Nurse on quarterly home visits to clients to review services being provided and ensure client satisfaction
- Attend and participate in staff meetings, training seminars, workshops, and online courses as requested
- Adhere to all HIFN Policies and Procedures
- Perform other duties as assigned from time-to-time by the Supervisor, Health Director or Chief and Council

QUALIFICATIONS

- Grade 12 diploma or equivalent
- Completion of a Personal Support Worker certificate program preferred
- 1-3 years work experience as an in-home personal support worker preferred
- Previous experience providing respectful and compassionate service to Elders preferred
- Valid Ontario Class G Driver's License and access to a reliable, insured vehicle **a must**
- Current CPIC
- Current First Aid and CPR Level C
- Ability to understand and speak Ojibway preferred
- Excellent customer service and interpersonal communication skills
- Exceptional organization and time-management skills
- Professional, friendly attitude and a strong work ethic
- High level of personal integrity
- Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 20lbs continuously
- Must be able to work with little supervision; must be self-directed

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 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

JANITOR

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a temporary, full-time **Janitor** to join our Administration for a 6-month contract. The Janitor reports to the Administration Manager and is responsible for cleaning all HIFN commercial buildings at the end of each business day. The Janitor will perform general cleaning duties including sweeping and mopping floors, cleaning and stocking restrooms, washing walls and windows, cleaning the kitchen and fridge, disinfecting all high-touch surfaces and trash removal. This position requires strong self-motivation, great attention-to-detail and excellent time-management skills.

MAIN RESPONSIBILITIES

The Janitor will be responsible to:

- Sweep, mop, polish, and refinish floors and vacuum and shampoo carpeted areas
- Perform all general cleaning of the HIFN building halls, offices, restrooms, kitchens and lobby
- Wash walls, windows, doors, plexiglass barriers, mirrors and upholstery
- Dust all furniture and fixtures
- Clean and stock restroom facilities daily with soap, paper towel and toilet paper
- Disinfect all high-touch surfaces including door handles, fridge handles, microwaves, coffee and water dispensers, cupboards and faucets
- Empty trash and recycling bins
- Wear necessary personal protective equipment and follow required health and safety procedures
- Ensure cleaning materials and supplies are stored in a safe and orderly manner
- Maintain a proper inventory of cleaning materials and supplies and submit requests to order to the Maintenance Supervisor when needed
- Monitor need for equipment maintenance and repair and report damage to Maintenance Supervisor
- Complete cleaning logbooks as necessary
- Ensure the building is locked and secure when leaving
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Participate in mandatory training workshops and webinars, including WHMIS, as required
- Attend and actively participate in team, staff and community meetings
- Perform other duties as assigned from time to time by the Supervisor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Previous cleaning or janitorial experience preferred
- Grade 12 diploma or equivalent preferred
- Valid Ontario Class G Driver's license preferred
- Current First Aid and CPR Level C an asset
- Highly motivated and able to work independently
- Excellent time management and problem-solving skills

- High level of sound independent judgment and reasoning
- High level of personal integrity and a strong work ethic
- Must be able to multi-task and prioritize work
- Strong attention to detail
- Ability to comprehend detailed instructions
- Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 20lbs continuously
- Willingness to work evenings **a must**

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

\$18.52/hour

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

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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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**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 HIFN Members & Interested Parties

From: Millie Pawis, Director of Finance/Administration

Date: January 24, 2025

Re: 2024-25 On-Reserve Garbage Collection Contract

Henvey Inlet First Nation Administration is currently looking for someone to take over HIFN's on-reserve garbage collection contract beginning April 1, 2025 for the 2024-25 fiscal year. The contract requires the individual to commit to a minimum of two scheduled runs weekly for curbside garbage and recycling pick-up for all HIFN homes throughout the community, as well as two additional days annually for the spring and fall community clean-ups, and transporting and sorting waste and recycling at our community transfer station for haul-away. Below is a list of qualifications required for this contract:

- Must have a minimum of a valid Class G driver's license
- Must have own reliable vehicle, equipment and supplies
- Must have commercial vehicle insurance

Those interested should submit their bid, including cost breakdown and proof of the above requirements, to Millie Pawis, Director of Finance/Administration in writing at millie.pawis@henveyinlet.com by March 3, 2025.

Thank-you,

Millie Pawis
Director of Finance/Administration
/MP



Please join us in welcoming **Eileen Morin** in her new role as **HIFN Community Energy Champion!** Eileen brings a diverse and well-rounded background to the role. With experience spanning multiple sectors, Eileen has built a strong foundation in both technical and communication-driven roles. Eileen's professional experience includes roles at **Canada Revenue Agency** in Error Inspection, a role requiring strong attention to detail and problem-solving skills. She then contributed to the **Ministry of Transportation** in **Highway Maintenance Communications**, further developing her ability to manage logistics and communicate effectively in fast-paced environments.

In addition to her public sector work, Eileen has experience as a **Long Haul Truck Driver and Instructor**, a **Snowplow Operator**, and her most recent role at HIFN as **Education Administration Assistant**, which helped her build a solid understanding of both operational tasks and administrative functions at Henvey Inlet First Nation.

With a passion for community engagement and sustainability, Eileen is excited to bring her wealth of knowledge and hands-on experience to her new role as **Community Energy Champion**, where she will work to promote energy efficiency and environmental awareness across our community.

Welcome aboard, Eileen!

FEBRUARY ONTARIO WORKS

NOTE: If I am not in the office, please leave a message with the administration at the front desk.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	Office Hours 9:30 AM to 4:30 PM Food Bank Bingo 5:30 PM	Office Hours 9:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM	8
9	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	Office Hours 9:30 AM to 4:30 PM Food Bank Bingo 5:30 PM	Office Hours 9:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM	15
16	FAMILY DAY! Office Closed	Office Hours 8:30 AM to 4:30 PM	Office Hours 9:30 AM to 4:30 PM Food Bank Bingo 5:30 PM	Office Hours 9:30 AM to 4:30 PM	<div style="border: 1px solid black; padding: 2px; display: inline-block;">REMINDER</div> Last Day to Submit Income Statement without a delay.	22
23	Office Hours 8:30 AM to 4:30 PM	Ontario Works Drop-In Meet & Greet 11:00 AM – 1:00 PM	Office Hours 8:30 AM to 4:30 PM Food Bank Bingo Cancelled!	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM	28





Shepherd's Pie



CATERER NEEDED!

Provide lunch for Ontario Works drop-in Meet & Greet.

Date: February 25, 2025

Lunch will be served between 11:30 am to 1:00 pm for 80 people.

Lunch Menu: Shepherd's pie (lean ground beef, corn & peas (no onions), Baked Scone, Plain buns whole wheat/white, and macaroni salad (no onions).

Dessert: Strawberry shortcake cups with Cool whipped cream.

Refreshments: Bottled water, pop (Zero Ginger Ale, Pepsi, Ice Tea (FUZE), Diet Cranberry Juice, and Orange Juice) Bowls, plates, utensils, napkins, and containers to go.

Deadline to submit bids: Tuesday, February 11, 2025, at 4:30 PM

Submit bids with a breakdown of catering fees, mileage and grocery costs to the Ontario Works Administrator at the Henvey Inlet Band Office (705) 857-2331 ext. 222.

The caterer must have a current Safe Food Handlers Certificate and is responsible for cleaning up after the event, including taking out the garbage.



Door
Prizes to
be won!

Ontario Works Drop-In Meet & Greet



Open to O.W. & ODSP clients and community members.
Come and meet our new staff.

Drop in, enjoy some snacks, refreshments and lunch, and
say Aanii, hello to the new staff.

OW clients, please drop by to sign your income statement.

Tuesday, February 25, 2025
11:00 AM – 1:00 PM
Wagamake Learning Centre

Share your positive
thoughts & ideas about
what you would like to
see for programs with
Henvey Inlet Ontario
Works

Your name will
be entered into
a draw for a
door prize!

WILLS WORKSHOPS

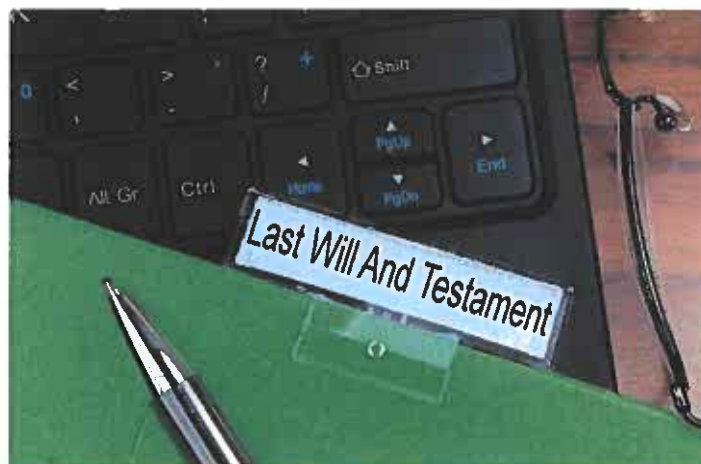
March 2025 (after Spring Break week)

MEETING PLACE: LEARNING CENTRE OR LIBRARY

A legal team from the First People's Law will be here at Pickerel after the week of Spring Break to work on Wills.

The Lands Office will send out a Questionnaire to any new applicants that have to complete the form for the legal team.

The Lands Office will contact the applicants for the date and time of their appointments. All appointments will be scheduled for 30 minutes each between 9 am and 12 pm.



CALL FOR ARTWORKS

Deadline extension for First Nations, Métis, and Inuit artworks about preventing communicable diseases to feature in public health campaigns

Indigenous perspectives

The **top three** submissions will each receive a

\$4,000 grand prize

We will provide a \$100 honorarium for every individual submission that meets the criteria and \$250 for group submissions. Honoraria will be provided for qualifying submissions on a first-come, first-served basis until available funds have been fully distributed. Only one submission will be accepted per applicant.

**FEB. 14
2025**

The deadline for submissions is now February 14, 2025 - show some love for community health and submit your art before Valentine's Day!

For questions about this opportunity, please email:

✉ **Darian Stahl**
NCCIH Research Associate
darian.stahl@unbc.ca

Submissions should reflect Indigenous perspectives and experiences related to health and wellness. Submissions may be in any art form, including drawing, painting, textiles, sculpture, storytelling, poetry, dance, music, and more. Artists retain copyright over their work while granting ISC and NCCIH permission to use submissions.

submission process

Visit the NCCIH web site to view the guidelines, criteria, and submission process instructions.



nccih.ca/485/NCCIH_in_the_News.nccih?id=536



National Collaborating Centre
for Indigenous Health

nccih.ca

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Indigenous
Services Canada

canada.ca/en/indigenous-services-canada.html

[Facebook](#) [Twitter](#) [YouTube](#) [Instagram](#) [LinkedIn](#) @GCIIndigenous

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February

Just like that blistery January has come and gone and we had lots of fun exploring new experiences. We used construction trucks and crushed cheerios to create construction sites. We practiced fine motor skills by painting pictures using brushes, paint rollers and other object. We worked on gross motor skills by climbing/walking along block bridges and jumping on trampoline.

Our next baby eagle staff community engagement session is coming up quickly! If you are wishing to attend please notify the Daycare/Ashley by February 3rd no late than 3:30pm, this will be to ensure we have enough food for all the families that are in attendance!

The session will begin at 5:00pm starting with dinner being served and will commence by 6:30pm, we hope to see you there.

Some activities we have planned for the month of February are:

- ♥ Salt crystal snowflakes (using salt and water we will watch as we create our very own snowflakes)
- ♥ Ice cube painting (using colourful ice cubes to make different pictures on various materials)
 - ♥ Red, white and Pink day (wearing you favourite red white or pink outfit, Feb 14th!)
- ♥ Valentine Party (making special valentine treats, having valentine dance, valentine crafts, Feb 14th!))
- ♥ Construction Day (using various materials and blocks to build various forts/structures)
- ♥ Slime Day (creating types/colours of slime and exploring by adding various materials)

Please make sure you are not attending the daycare when your child is sick! We have been lucky so far to keep those horrible colds/flus away and want to ensure anyone who is sick remains at home for **UNTIL SYMPTOMS HAVE CLEARED**. This is for the safety of the both the children and staff!

Its going to be that time of year again when parents are looking for summer care for their school age children. Starting April 2025 we will be creating an enrollment list for children who attend school and are looking for care for the summer months!

If you are wishing to attend please drop by the daycare to pick up an enrollment package and once we returned we will add you to the summer list.

****Reminder that this is for working families who need access to child care over the summer months****

Any questions or concerns please don't hesitate to call the daycare (705-857-0957)

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



BABY EAGLE STAFF



COMMUNITY ENGAGEMENT SESSION

HENVEY INLET FIRST NATION

WHAT IS AN EAGLE STAFF?

EVERY EAGLE STAFF CREATED IS UNIQUE TO ITS COMMUNITY. IT IS A SYMBOL OF NATIONHOOD, RELATIONSHIPS, CLANS, TRUST, SACREDNESS, AND OUR TRADITIONAL INDIGENOUS KNOWLEDGE. THE EAGLE STAFF WILL BECOME A PART OF YOUR COMMUNITY.

THE EAGLE STAFF CONTAINS STORIES, TEACHINGS, AND IDENTITY SPECIFIC TO THE COMMUNITY. IT HAS A SPIRIT AND IS ALIVE.

THE CHILDREN'S EAGLE STAFF REPRESENTS THE "RIGHTS OF THE CHILD" AS BESTOWED ON CHILDREN BY THE CREATOR AND IS KNOWN, IN ANISHINAABEMOWIN AS NIIGANNINAATIG, WHICH MEANS "THE ONE THAT LEADS THE CEREMONY."

ALL CHILDREN & FAMILIES
ARE ENCOURAGED TO ATTEND

OVERVIEW OF SESSION

- FEAST
- OPENING CEREMONY
- EAGLE STAFF TEACHINGS
- DISCUSSION
 - WHAT DOES YOUR BABY EAGLE STAFF REPRESENT?
 - HOW DOES IT LOOK?
 - HOW DO WE DRESS IT?
- PROTOCOLS
 - LOCATION FOR EAGLE STAFF
 - EAGLE STAFF CARRIER
 - CARING FOR EAGLE STAFF
- CLOSING

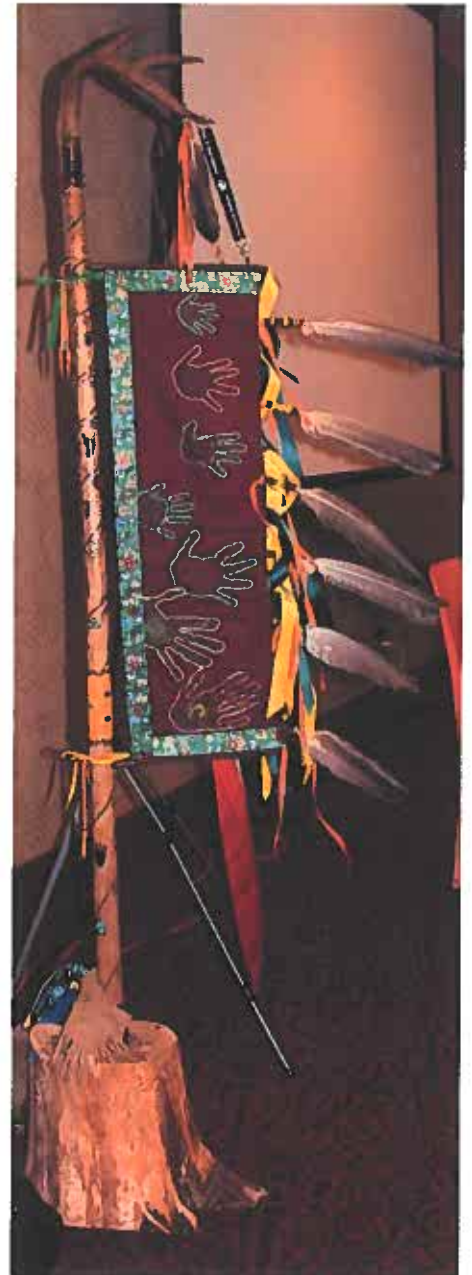
Facilitated by
Niijaansinaanik Culture
Services Team
Perry McLeod-Shabogestic
Paige Restoule
Irvin Contin

Please register with
Ashley Houckley
for catering purposes

DATE
Tuesday February 4
Tuesday March 4
Tuesday April 1

TIME
5:00-6:30pm

LOCATION
Henvey Inlet Daycare
Centre



To register & for more information please contact:
Ashley Houckley, RECE
ashleyannehouckley@outlook.com and/or 705-857-0957



Niijaansinaanik
Child and Family Services

EDUCATION NEWS – FEBRUARY 2025

PARENT REMINDER: PLEASE TEXT OR CALL OUR BUS DRIVERS

- ❖ WHEN your child will not be getting on the bus in the morning and;
 - ❖ If they will not be getting on the bus from school in the afternoon.

We are very fortunate to have such conscientious drivers! Let's keep them informed about who WILL or WILL NOT be getting on the bus so they can continue to keep our students safe!

BRITT: Larry's number is 705-773-2570

PSHS: George's number is 226-789-6625

BRITT SCHOOL:

- ❖ Britt School 'Events and News' will now be available on a regular basis through their Facebook page. For those who don't have access, please see their attached February Newsletter.

PARRY SOUND HIGH:

- ❖ Students are reminded that regular attendance is very important in order to do well in school.
- ❖ And, as you may recall, attendance must be at 75% if students want to work for HIFN during the summer.
- ❖ If you are concerned about your child's attendance or if they are struggling with other issues at school, please stop by the office or send me an email so that I can advocate for them.

AES/KEB RESOURCES:

Please see the attached information regarding the AES Reporting Racism Tool. If your child/ren are facing this issue, please notify Genevieve and/or contact AES for additional support.

KEB VIRTUAL SCHOOL: is now offering OJIBWE Level A or OJIBWE Level B to Ontario High School students next semester: February 3 to June 20, 2025. To enroll, contact your school guidance office or contact paige.fortier@a-e-s.ca for more information.

POST SECONDARY APPLICATIONS:

Students applying to College or University must submit their applications by March 1st in order to be considered for funding next September. The HIFN Application and the Post-Secondary Policy are available at hifn.ca. A copy of each of these is also included in this newsletter. If you have questions or would like assistance with your application, please contact education@henveyinlet.com.

HIFN EDUCATION SURVEY: Please respond to the HIFN EDUCATION SURVEY by February 12th, for a chance to share your thoughts and possibly **WIN a \$50.00 Gift Card**. Miigwech!

February 2025

Britt School

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

1

3

Library Day

4

Library Day

5

Winter walk day



6

100th

DAY OF SCHOOL

7



Photo retake & class photos

Red, Pink & White Day

10

Library Day

11

Library Day

12

Report cards go home



Library Day

18

Library Day

20

Winter Activity Day!

Last block

21

22

24

25

Library Day

26

27

Winter Activity Day!

Last block

28



The AES Reporting Racism Tool

Sharing our Learning Journey

CONCERNS INVOLVING:

- **Students**
- **Adults**
- **Policies**
- **Practices**



While reports usually refer to a specific incident, the conversations may lead us to discover areas of broader practice to be addressed through further conversation and collaboration



WHO HAS REACHED OUT?

- **Students**
- **Families**
- **Community Members**
- **Education Staff**



SUPPORT & RESOLUTION

- **Advocacy honours individual choice**
- **Quick response from partnering school boards**
- **Acknowledgement of harm and impacts on students, families, and communities**
- **Interest in seeking collaborative resolution**
- **Restorative practices**
- **Planned changes to policy and practice**
- **Professional learning**

REASONS FOR REPORTING USING THE AES ON-LINE TOOL

- User friendly
- Support offered
- Timely response
- Safety in reporting to someone outside of the place where the harm has occurred
- Need to be seen, heard and respected

AES REPORTING RACISM TOOL FOR FAMILIES

The QR code and link below can be used to report an incident of racism.

If you are more comfortable reporting an incident over the phone, please call us at:

705-542-6332

<https://forms.office.com/r/yisB26k6ZC>



Multi-Year Action Plan



REGISTER NOW!
Ojibwe Level 1
OR
Ojibwe Level 2
Semester 1
September 1 - June 2021
2020

*This is an accredited course with the
KES Virtual Secondary School*

**Connect with your school guidance office or
follow the QR code to register!**

Open to high school
students in Ontario

Visit the AES website for more
information

Are you a student in grade 9 to grade 12? Do you know a student in grade 9 to grade 12?

Registration for LNOAO (Level 1 Ojibwe) and LNOBO (Level 2 Ojibwe) is open for semester two!

Connect with your school guidance office or to register, visit:

<https://shorturl.at/4oiqC>

AES System Standards

We've engaged with our Participating First Nations to create a group of guiding documents to support ongoing policy development, rooting in Anishinabek values, in each community:

- Transition Protocol
- Special Education Handbook
- School Closure Guiding Document
- Education Services Agreement Template
- Parent/Caregiver Special Education Modules
- Student Success and Bimaadziwin

We reported on this work at meetings throughout the fall. In December, we posted the documents under the "Our Priorities" Tab at <https://aes-keb.com/>.



HENVEY INLET FIRST NATION
Post-Secondary Education Assistance
(PSEA) Policy
April 17, 2024

295 Pickerel River Rd.

Pickerel ON P0G 1J0

education@henveyinlet.com

Toll Free: 1-800-614-5533

Tel: 705-857-2331

Fax: 705-857-3021

Prior Revisions:

June 28, 2013

May 8, 2015

April 12, 2016

February 21, 2018

Revised April 2024

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Introduction

Henvey Inlet First Nation is proud to be a member of the Anishinabek Education System (AES) and its administrative structure, the Kinoomaadziwin Education Body (KEB). The KEB is a not-for-profit corporation that takes direction from the 23 Participating First Nations (PFN's). The KEB has a 12-member Board of Directors that is comprised of representatives from the four Anishinabek Regional Education Councils (REC's). Henvey Inlet First Nation belongs to REC #3 along with the following First Nations: Moose-Deer Point, Wasauksing, Magnetawan, Dokis, Nipissing and Wahnapiatae. The KEB supports the 23 Participating First Nations in their delivery of education programs and services and continues to liaise with the province of Ontario on education matters. Every five years, the Anishinabek Education System (AES) negotiates a new Financial Agreement with Canada on behalf of the Participating First Nations.

Purpose

The Post-Secondary Education Assistance (PSEA) program is designed to help Henvey Inlet First Nation members to offset the personal cost of obtaining a post-secondary education by assisting with tuition and other qualified expenses, as set out in this policy. Henvey Inlet First Nation is committed to the educational success of our students. Every effort will be made to ensure that the greatest number of students are funded and supported through this program however it is important for students to remember that the Education budget is limited by the number of students receiving assistance in any given year. Students are encouraged to apply for Scholarships and Bursaries throughout the year to enhance their financial resources.

Role of Education Counsellor

- a) Ensure that potential applicants are aware of the availability of the Post-Secondary Education Assistance (PSEA) Policy;
- b) If necessary, assist students to complete the application for post-secondary assistance and ensure they understand their rights and responsibilities;
- c) Assist students to develop realistic academic plans;
- d) Direct students to resources that can assist them to acquire academic, social, emotional support services; provide direct services when possible;
- e) Provide students with updates regarding obligations and opportunities;
- f) Maintain up-to-date student files that include the student's application, academic records and guidance related to the individual student's needs;
- g) Provide student advocacy and recommendations to HIFN Chief and Council and HIFN Administration;
- h) Manage the Education Budget and complete reports as required.

Student Responsibilities

1. Students are expected to know and follow this Post-Secondary policy.
2. Students are also expected to demonstrate a commitment to their studies as evidenced by consistent attendance, maintaining a passing Grade Point Average (GPA) for their program and regular contact with the HIFN Education Counsellor.
3. Regular contact with the Education Counsellor means that the student must personally call or email the Education Counsellor at least once per semester. This does not include emails from or conversations with the student's parent on the student's behalf.
4. All students must submit their marks/e-grades or a progress report to the Education Counsellor at the end of each semester in order to maintain educational assistance. The student's name and semester dates must be clearly visible on each report.
5. All grades and/or correspondence must be in English or they must be accompanied by an official English translation provided by the institution.
6. If the student receives a Tuition Invoice, they must contact their institution to remind them that they are Sponsored by HIFN, and; they should also cc or notify the HIFN Education Counsellor.

Eligibility for Post-Secondary Assistance

Criteria

1. Applicants must be a registered member of Henvey Inlet First Nation.
2. The desired program must be offered by a licensed post-secondary institution that is recognized by the Educational Authority of the province or territory in which it is located. In Ontario this would be the Ministry of Colleges, Training and Universities.
3. Applicants must meet University/College entrance requirements and be accepted for enrolment to be eligible for funding.
4. All students must provide a course schedule to the Education Counsellor at the beginning of each semester.
5. Students who drop-out or and who do not notify the HIFN Education Counsellor, will be deemed to have abandoned their studies and will not be considered for future educational funding until they have re-paid the First Nation for the cost of tuition and other expenditures.
6. Providing false information may result in immediate termination of funding and the repayment of tuition and other expenditures to the First Nation.
7. Applications to attend school in September must be received by Henvey Inlet First Nation no later than 4:00 p.m. on March 1st. If March 1st falls on a weekend, the deadline will automatically become the next business day.
8. For programs that do not begin in September, students must submit their application at least three months prior to the start date of their program. For example: if the program starts January 9th your application must arrive at HIFN by October 9th.
9. Education funding is limited to the official length of the program as defined by the institution.

Graduate Studies

Master's, M.A./Ph.D. candidates (Graduate Students) must provide the following:

- Proof of registration as a full-time student each year.
- A progress report written on University Letterhead and signed by the student's Thesis Supervisor or a member of the student's Supervisory Committee.
- This report must be submitted to the HIFN Education Department every 6 months and must include an expected graduation date.
- Failure to submit this information may result in termination of Educational Assistance.

Education Levels

Assistance can be provided at four levels of post-secondary education;

Level 1: Community college and/or University and College Entrance Preparation Program (UCEP) diploma or certificate programs;

*UCEP students must provide a statement from the university or college which confirms that once they have successfully completed the UCEP program, they will be eligible to apply to that institution for the relevant course of studies.

Level 2: Undergraduate University programs e.g.) B.A., B.Ed., LLB etc;

Level 3: Advanced or Professional degree programs, e.g., Master's, M.A., M.D.;

Level 4: Doctoral program (Ph.D.)

Students will only be funded for courses required to graduate from their current program of study however the following options may be considered:

Level 2: May also include assistance for an additional degree at the bachelor level which has, as a prerequisite, an undergraduate degree or undergraduate courses; and,

If a student withdraws from a Level 2 (University) program in good standing, prior to completing it, they may be eligible to attend a Level 1 (College) program. However, if they wish to complete the University program later, their funding will only consist of the unused balance at Level 2.

Once a student has graduated from a Level 1, 2, 3 or 4, they are typically not eligible for additional funding at the previous, Lower Level. For example, a University graduate would not be eligible for post-secondary assistance to attend a College Diploma program.

The First Nation may consider funding a student to attend a different program at the same Level, 60 months (5 years) after a student has graduated. For example, after 60 months a College Graduate may be eligible for funding in an unrelated College program.

HIFN Selection Priorities

Priority I

- a. Continuing students who are currently enrolled full-time (and maintaining a passing Grade Point Average – GPA) in a post-secondary program funded by Henvey Inlet First Nation;
- b. Continuing students who are enrolled full-time (and maintaining a passing GPA) in a post-secondary program but who were previously funded by OSAP, scholarship or other funding source;
- c. Grade 12 Graduates: those who graduated in the current year or one year prior and, who are enrolling in post-secondary studies for the first time.
- d. Students accepted into a full-time Anishnaabemowin program and who have maintained a passing GPA. Individuals enrolling in Anishnaabemowin programs will not be limited by prior levels of study provided that they have graduated from their previous program.

Priority II

- a) Continuing part-time students who maintain a passing GPA;
- b) Continuing part-time students who maintain a passing GPA and who now wish to study on a full-time basis;
- c) Post-secondary graduates who wish to further their studies e.g.) students who completed college or university more than one year ago and now wish to study at the next post-secondary level;
- d) Returning students (students who maintained a passing GPA) but who stepped away from their post-secondary studies and who now wish to resume the same program;
- e) Henvey Inlet First Nation Staff who wish to increase their employment expertise, as per the HIFN Personnel Policy.

Priority III

- a) New applicants requesting part-time studies;
- b) Mature students i.e., a student who did not graduate high school but who has qualified for entry into a college or university program;
- c) Probationary students who were previously unsuccessful.

Probationary Standing

A student who is struggling to meet the academic requirements of their program may be placed on probation for one year. Students with supporting documentation, who are in communication with the Education Counsellor and their institution, will have a more favourable outcome based on their individual circumstances. It is therefore to your advantage to contact the Education Counsellor and request support to meet your challenges.

After one semester on probation a student must demonstrate academic improvement in order to maintain eligibility for funding. Failure to do so, could result in the loss of funding and the student may be required to reimburse HIFN in order to become eligible for future education funding.

The following chart provides examples of specific situations and outcomes that may be implemented.

Course Failure

Course Failures per semester	Consequences for Student
One Course	The student must contact the HIFN Education Counsellor and the Native Student Services Office or Academic Advisor to develop a student success plan prior to retaking the failed course. There will be no effect on living allowance.
Two Courses	The student must contact the HIFN Education Counsellor and the Native Student Services Office or Academic Advisor to develop a student success plan prior to retaking the failed courses. The student may be responsible to pay the tuition fees to retake the failed courses.
Three Failures per semester	<p>The student is required to contact the HIFN Education Counsellor to discuss:</p> <ul style="list-style-type: none"> a) How this affects their education plan. b) How or when the student can reimburse the First Nation for tuition fees for the failed courses; or c) The student can choose to repeat the courses at their own expense however they will not be reimbursed once they have earned these credits. d) The student's funding may be suspended for up to 1 academic year (8 months) during which time the student will need to successfully complete the failed courses at their own expense prior to reapplying for funding.

Changes to Education Plan

1. Students must discuss potential changes to their program with the HIFN Education Counsellor or the Director of Finance **before** making any changes. This includes adding or dropping courses.
2. HIFN may refuse to pay for program changes made without the above noted consultation and approval.
3. Students who choose to withdraw from their program, must notify the HIFN Education Counsellor of their decision immediately via email; the student must also cc their Academic Advisor and the department or person responsible for 'Sponsored Students'.

4. Students who choose to withdraw from their program prior to obtaining credits, may be required to repay HIFN for all costs incurred on their behalf.
5. If a student must withdraw for medical reasons, they must provide the HIFN Education Counsellor with a note from a Medical Doctor or Nurse Practitioner stating this recommendation, at the time of withdrawal.

Financial Support

Tuition

Tuition is paid to the Institution at the normal rate of tuition charged for a Canadian student. This includes the cost of instruction and mandatory student fees.

Required Books

1. All full-time students will receive a \$500.00 credit for books at the beginning of the Fall semester.
2. All part-time students will receive a \$200.00 credit for books at the beginning of the Fall semester.
3. If additional funds are needed for books, students must submit the 'official list of books' required by their program; and,
4. Students must also submit their receipts to account for the initial \$500.00 or \$200.00 credit provided to them; and,
5. If the cost for required books is greater than the initial credit, students will be reimbursed for the difference as per the receipts submitted.
6. Only books listed as 'required' will be reimbursed.

Required Materials – Technical Supplies

1. Materials or technical supplies must be identified by the institution as 'required for the program'. For example, an Electrical Technician would require specific tools, or a medical student would require a stethoscope.

Note: Items such as pens, binders, back packs etc., are not eligible for reimbursement.

Transportation

1. Students whose Tuition Fees do not include a Bus Pass, can submit their annual parking receipts for reimbursement.
2. Students whose Tuition Fees do not include a Bus Pass, can submit their monthly bus receipts for reimbursement.
3. Students who cannot use the College or University's automatic Bus Pass, must contact their institution to 'opt out' from this fee as per the institutions process.
4. HIFN will pay for either the monthly bus pass or the annual parking fee but not both.

Health and Dental Benefits

Many colleges and universities include the cost of 'Health and Dental Insurance' in their tuition fees however if a student can show the college/university that they have this coverage elsewhere, they may be able to 'opt-out' of these benefits.

Since, your Status entitles you to Health and Dental coverage through Non-insured Health Benefits (NIHB) you can show your Status Card at the student fees office and ask to 'opt-out'. You may also need to show them your Sponsorship Letter which clearly states that, if you don't require the additional Health and Dental benefits, the College/University can reimburse you the fees that HIFN has paid on your behalf.

If this is an option at your College/University it must be done in the first few weeks of school since there is a deadline to 'opt-out' of benefits.

Living Allowance

Typically, only full-time students (as defined by the institution) are eligible for a living allowance however there may occasionally be exceptions in specific situations. These exceptions will be decided on a case-by-case basis however 'proof of need' and 'supporting documentation' must be submitted with any request.

Students are reminded that direct deposits for the Living Allowance cover the period from September to April however they are deposited during the last week of the previous month i.e.) from August to March. The Living Allowance does not cover the true cost of living rather it is only intended to assist with living expenses. The current categories and rates are listed in the following chart.

Category	Monthly Allowance
S1 Single Student	\$ 1,325.00
S2 Students with Children	
• With 1 dependent	\$ 1,695.00
• With 2 dependents	\$ 1,855.00
• With 3 dependents	\$ 2,015.00
• \$100.00 per month for each additional dependent	

**A dependent child, is a child who is under age 18 who is dependent on the student and who is not in receipt of PSEA funds from Henvey Inlet First Nation. Students with dependent children must submit proof of the child/ren's age (eg: copy of birth certificate or status card) and parental responsibility.*

Residence

1. If a student plans to live in Residence, they must include the cost of residence fees in their application and;
2. Students must complete the necessary arrangements with their institution and provide a signed copy of their residence agreement to HIFN before the fees can be paid.

Residence Fees Paid via Living Allowance

1. Students who live in Residence do not receive a Living Allowance as this is used to pay the College or University for their Residence fees. However,
2. If the Residence fee is greater than the student's allocation for Living Allowance, the student must pay the additional fees to the College or University.
3. If the student's allocation for Living Allowance is greater than the Residence fee, the student will receive the balance of the Living Allowance on a monthly basis, once the Residence fees have been paid in full.
4. HIFN may choose to pay Residence Fees on a per semester basis.

Damage deposits will not be reimbursed by HIFN, as this fee is returned to students when the Residence Agreement expires.

Fees Reimbursed

All receipts must be submitted to the Education Counsellor within 30 days of purchase. Receipts must clearly show the date, place of purchase and the total cost.

Seat Fees

Many Colleges/Universities waive 'seat fees' for Sponsored Students so it is worthwhile to ask the Registrar or Student Accounts office if your College or University follows this practice. Students who pay a fee to 'Hold a Seat' in their program will be reimbursed once their funding has been approved. To request this, students must submit their receipt to the Education Counsellor.

OCAS Fees

OCAS fees will be reimbursed after a student's funding has been approved and their receipts have been submitted.

Every effort is made to reimburse students for eligible expenses however this may be limited by the available budget, the number of sponsored students and the date receipts are received at the Education office. **Students must allow a minimum of 3 weeks for reimbursements to be processed.**

Fees Paid In Advance

Students are discouraged from paying for their Tuition or Residence fees in advance. Students who choose to pay either of these fees in advance, may or may not be reimbursed by the First Nation.

Overpayments Reclaimed

Any payment or expenditure which a student received, and for which they were not eligible, or for which they became ineligible, is considered an Overpayment. An Overpayment may include but is not limited to, the cost of tuition, books, supplies, living allowance or residence fees.

Students are expected to return any overpayment to the Henvey Inlet First Nation Education department or they may be disqualified from current and future Educational Assistance.

This may include the following scenarios:

- A student who withdraws from their program after the Institution's official withdrawal date and prior to obtaining any credits.
- A student who withdraws from their program and does not immediately notify the HIFN Education Counsellor and, who continues to accept funds from HIFN;
- A student who enrolls as a full-time student then drops to part-time and does not immediately notify the First Nation Education Counsellor;
- A student who drops out or fails a semester and does not advise the First Nation Education Counsellor.

Overpayments may be repaid through arrangements agreed to by the student and the Education Counsellor and approved by the HIFN Education Authority and/or the HIFN Finance Department. Students will not receive further assistance until such arrangements have been confirmed and approved.

Student Honourariums

All graduates receiving a College Diploma or University Degree shall be granted an Honourarium in recognition of their achievement and commitment to their studies. In order to be eligible, students must submit a copy of their diploma to the Education office within 12 months of receiving it.

Eligible Post-Secondary Institutions

Registered or Licensed Institutions

In Canada there is no single entity that regulates educational institutions. Instead, the provincial and territorial governments have the authority to grant academic credentials to public and private post-secondary institutions in their respective jurisdictions. These institutions are recognized and authorized through provincial and territorial charters or legislation that ensures or enables mechanisms for institutional and program quality.

“‘Registered’ or ‘licensed’ institutions are monitored by government for institutional and program quality and consumer protection, depending on the jurisdiction. In some jurisdictions, there are processes for program approval or voluntary accreditation for private colleges. Non-registered and non-licensed institutions are private commercial enterprises whose programs are not monitored.” (1990-2017 The Canadian Information Centre for International Credentials (CICIC), a unit of the Council of Ministries of Education, Canada (CMEC)). <https://www.cicic.ca/1264/An-overview/index.canada>

In order to ensure that students receive quality education and that their Degree, Diploma or Certification is recognized within and outside of Canada, HIFN will only pay tuition to 'registered' or 'licensed' post-secondary institutions identified by the Canadian Information Centre for International Credentials (CICIC).

- HIFN will pay tuition for students attending a Canadian Post-Secondary Institution that is listed as registered or licensed on the CICIC website.
- Students who wish to attend a foreign Post-Secondary Institution must be prepared to pay a portion of their own tuition fees. Tuition at foreign institutions will be paid in Canadian dollars at a rate equivalent to tuition fees charged for a comparable program at a CICIC recognized Post-Secondary Institution in Canada.
- Where no comparable program is offered in Canada, HIFN may consider paying tuition at a foreign currency rate however as part of their funding application the student must provide the following additional information: Evidence from a reputable Canadian or International source that the Institution has a long-standing reputation for providing exceptional quality education;
- A review of the institution that includes the length of time the institution has been in existence, the number of graduates it has produced and a list of notable alumni both past and present;
- Evidence that graduates will be eligible for employment in Canada;
- Finally, the student must provide evidence that there is no comparable program offered at a Canadian Institution.

Annual Applications

All Students

1. All students must submit a new post-secondary application with the required documentation by March 1st each year.
2. All returning students (i.e., 2nd, 3rd, or 4th year students) must submit an official transcript by September 1st every year.
3. All students must provide an official copy of their College or University's definition of 'full-time studies' with their application, and;
4. An estimate for the cost of tuition (including spring/summer courses), books and required technical supplies must be provided each year. Fees from the previous year's calendar can be used if new fees are not available.
5. All students must submit a signed copy of the Henvey Inlet First Nation 'Authorization to Release Information' with their application.

6. Students must also submit a signed copy of the College or University's 'Authorization to Release Information' to Henvey Inlet First Nation. This authorization (sometimes known as Third Party Consent) will allow the HIFN Education Counsellor to discuss student fees, concerns, and/or student progress with the educational institution. The Institution's form can be downloaded from their website or it can be obtained from the Registrar's Office. If the institution does not have its own consent form, the student will advise the Education Counsellor of this by email.
7. All students are reminded that Links to online information will not be reviewed and will result in an incomplete application. It is in your best interest to submit actual required documentation with your application.

All First-Year Applicants-At All Levels and Mature Students

In addition to the requirements for all students, first time applicants must also submit:

1. A Letter of Acceptance' or 'Offer of Admission' into the program and the student's confirmation that they intend to accept the offer;
2. An official Program Description that includes the length of time required to graduate from the program;
3. The College or University's definition of Full-Time studies.
4. A clear copy of both sides of the HIFN Status card; please copy the actual size.
5. Students applying for Level 3 or 4 Studies must include their previous Graduation Diploma

Note: a Mature student is one who has not graduated high school but who has qualified for entrance into a program according to college or university requirements.

Students with Dependents

1. Must submit a copy of the annual Canada Child Benefit (CCB) and/or the annual Ontario child Benefit (OCB) from Revenue Canada or;
2. A copy of your child's school report card with your current address or;
3. A copy of your child's long-form birth certificate; one time only.

Spring/Summer Semesters

Students who wish to complete their studies at an accelerated pace can enroll in spring and/or summer courses however they must choose courses that are required as part of their diploma or degree.

1. Students who plan to attend the spring/summer semesters must indicate this along with the fall and winter semesters.
2. The cost of spring/summer courses must be included in the annual tuition estimate.

3. Upon registration for spring/summer courses, students must provide the course names and numbers to the Education Counsellor along with the start and end dates of their classes.
4. Students who wish to enroll in spring or summer courses must provide their Winter grades to the Education office as soon as they are available.
5. Official Transcripts must be provided prior to the beginning of the Fall Semester.

Approval will be based on the student's progress, the date the application is received and the amount of available funding.

Special Requests

Supplementary Funding/Special Events

Requests for special events such as conferences, workshops, cultural events must include:

1. A letter from the student outlining the particulars of the event and reasons for attending.
2. A budget that includes the student's own contribution to the cost of the event.
3. A letter from a Professor or Instructor, supporting the student's participation and noting the relationship to their program.
4. All requests must be received by the Education Counsellor at least one month prior to the actual event. Late submissions may not be considered for funding. Approval is based on the potential educational benefit to the student and the availability of funds.

Approval Process

Application Review

1. The Education Counsellor will review applications and submit recommendations to Council by the end of March, each year. Recommendations will be based on: the student's progress, the date applications are received, HIFN Selection Priorities, and the available education budget.
2. Council will review the submissions and approve funding for the upcoming academic year.
3. Notices are sent to all qualifying applicants once they have been approved by Council.
4. Students who decide not to attend school after being approved, must notify the Education Counsellor of this decision immediately. Failure to do so, may result in an overpayment which the student would be expected to repay to the First Nation.

Students are encouraged to call or email education staff if they have questions regarding their application. Also, if the required documentation is not available before March 1st, please notify the Education staff and provide a date for submission. Incomplete applications will not be recommended for approval however students will be notified and given the opportunity to complete and resubmit their applications. In order to be included with the recommended

applications for that year, applications must be submitted by March 1st. Students are reminded not to send 'links' to information that is supposed to be included in their application, as such links will not be accessed and will result in an incomplete application.

Appeals

Should a student be convinced that this policy has not been fairly applied to them, they may request a hearing by:

1. Submitting a letter to Chief and Council outlining their concerns and requesting a hearing.
2. Chief and Council shall review the request and provide the student with notice of a hearing date.
3. An Appeals Committee will be formed to hear the appeal.
4. The decision of the Appeals Committee will be consistent with the Henvey Inlet First Nation PSEA Policy and shall be considered final and binding.

Note: The appeal process is not applicable when assistance is denied due to lack of funding.

Contact Information

For additional information please contact the HIFN Education Counsellor at 1-800-614-5533 or 705-857-2331 extension 229; or by email at education@henveyinlet.com.

Amendments

Henvey Inlet First Nation reserves the right to amend this policy without prior notice. An amendment becomes effective on the date it is posted to the HIFN website and is circulated within the community.



HIFN POST SECONDARY FINANCIAL ASSISTANCE APPLICATION
PLEASE READ THESE INSTRUCTIONS CAREFULLY

ANNUAL APPLICATION DEADLINE IS MARCH 1st FOR SEPTEMBER ENROLLMENT.

Late applications will be processed according to the date received and the available funds

APPLICATIONS FOR PROGRAMS WITH VARIABLE START DATES must arrive at Henvey Inlet First Nation at least three (3) months prior to program start date and are subject to availability of funds.

Students must complete and sign all sections of this application otherwise it will be returned to you as incomplete. If you would like clarification about something, please don't hesitate to call or email us. If some documentation is not available by the due date, please tell us what is missing and when you will be able to forward it to us

- *Grade 12 Graduates do not need to submit grades or transcripts with their application.*
- *All students beginning a New Program must submit an outline/description of their program that includes the official length of the program and the number of credits required to graduate.*
- *Students returning to 2nd, 3rd, or 4th year studies or who are beginning a new program must submit an official transcript with their application*
- *If you have questions or require assistance completing this form, please contact our office*

**USE THE APPLICANT CHECKLIST TO ENSURE THAT YOUR APPLICATION IS COMPLETE
 BEFORE SENDING IT TO HIFN.**

CONTACT HIFN EDUCATION TO ADVISE IF DOCUMENTS WILL ARRIVE AT A LATER DATE

SECTION A

APPLICANT'S INFORMATION

Last Name			First			Middle or Initial			
HIFN Status # _____			Date of Birth ____/____/____ <small>MONTH DAY YEAR</small>			Date of Application ____/____/____ <small>MONTH DAY YEAR</small>			
House or Apt #: _____				Telephone: _____					
Street: _____				Alt Telephone: _____					
City: _____		Prov _____		Postal Code _____			# of Dependents: _____		
Email Address _____				A current CCB OR OCB form must be included with your application.					
Alt email _____									
<small>PLEASE PRINT CLEARLY</small>				Preferred Pronouns _____					
Gender Identity _____									

SECTION B		DEPENDENTS		
<p>A dependent child is a child who is under the age of 18, who is dependent on the applicant and; who is not in receipt of post-secondary funds from Henvey Inlet First Nation.</p>				
<p>Please list the qualified dependents in the chart below and submit current CCB or OCB form.</p>				
Full Name	Relationship	Date of Birth	Age	List Documents Included
<p>Note: the information that we rely on from the CCB and/or OCB forms are: your name and address, your child/ren's names and birthdates, as well as the statement that you are responsible for their care. Also, the form must be from the current tax year. HIFN does not require your SIN number or the amount of your income so you can black-out this information if you prefer.</p>				
SECTION C		STUDENT PROFILE		
<p><i>Please choose the category below that applies to you and circle your response.</i></p>				
<p>I AM A NEW STUDENT: I have accepted and included my offer of admission.</p>		YES	NO	
<p>I AM A MATURE STUDENT: I have accepted and included my offer of admission.</p>		YES	NO	
<p><small>A Mature student is one who did not graduate high school but who has qualified for entry into a college or university program.</small></p>				
<p>I AM A CONTINUING STUDENT entering:</p>		2 nd , 3 rd , 4 th year	Other:	
<p>I AM A PROBATIONARY STUDENT entering:</p>		2 nd , 3 rd , 4 th year	Other:	
<p>I AM A POST-SECONDARY GRADUATE applying for:</p>		Level 3 Studies	Level 4 Studies	
<p>I AM A RETURNING STUDENT: I began my program on the following date _____, but had to step away from my studies before completing it. I would now like to complete my education.</p>				
<p>TO TRANSFER TO ANOTHER INSTITUTION: complete Section F and contact HIFN Education staff</p>				
<p>STUDENT #</p>		<p>I AM ATTENDING : Full-Time Part-Time</p>		

SECTION D		PREVIOUS POST SECONDARY EDUCATION	
<p><u><i>If you do not have any previous Post Secondary education, skip this part and proceed to Section E.</i></u></p>			
<p>Provide your most recent enrollment below. If you were enrolled in programs prior to the one named in Section D, complete an Appendix A form, for each additional institution and enrollment.</p>			
<p>Name of College or University</p>		<p>Name of Program</p>	
<p>Province or Territory</p>		<p> </p>	
<p>Dates Attended:</p>		<p>Did you graduate? YES NO</p>	
<p>From:</p>	<p>To:</p>	<p>Graduation Date:</p>	
<p>Do you plan to complete this degree? If yes, when?</p>		<p>If not, why not?</p>	
<p>Number of credits required to graduate? _____</p>		<p>Number of credits obtained? _____</p>	
<p>Did you receive funding from Henvey Inlet First Nation for this program? YES NO</p>			
<p>Official Transcripts and/or your Graduation Certificates must be submitted with your application.</p>			

SECTION E				CURRENT APPLICATION			
Name of College:				Name of University:			
Campus:				Campus:			
Address:				Address:			
City		Postal Code		City		Postal Code	
Program:				Program:			
Length of Program: 1, 2, 3, 4 yrs Other:				Length of Program: 1, 2, 3, 4 yrs Other:			
I am entering my: 1st, 2nd, 3rd, 4th, yr Other:				I am entering my: 1st, 2nd, 3rd, 4th, yr Other:			
# of Credits earned:		# of Credits required:		# of Credits earned:		# of Credits required:	
Start Date:		Grad Date:		Start Date:		Grad Date:	
CIRCLE PROGRAM TYPE							
Certificate Program YES NO				Undergraduate: Bachelor Degree, Qualifying Year			
Diploma Program: YES NO				Graduate Studies: Master's, PhD, Post Doc			
CURRENT REQUEST							
I am requesting assistance for the following terms. FALL WINTER SPRING SUMMER				I am requesting assistance for the following terms. FALL WINTER SPRING SUMMER			
NOTE: To receive assistance for Spring and/or Summer, a new application is required by March 1st each year							
SECTION F				REQUEST TO TRANSFER			
Students who wish to <u>transfer to a different institution</u> must complete the following:							
Previous Institution:				New Institution:			
Program Name:				Program Name:			
Number of Credits earned:				Number of approved Transfer Credits:			
I was sponsored by Henvey Inlet FN: YES NO				Number of Credits required to graduate:			
I attended ___ Semesters I attended ___ Years				Length of Program: 1 yr 2 yr 3 yr 4 yr Other:			
I attended: Full-Time Part Time				I will attend: Full-Time Part Time			
Start Date:		End Date:		Start Date:		Grad Date:	
I received OSAP: YES NO				I have applied for OSAP: YES NO			
I have included my Official Transcript: YES NO				I have included my letter of Acceptance: YES NO			
Will submit Official Transcript by:				Will submit Acceptance Letter by:			

SECTION G ESTIMATED FEES	
<i>(If current fees are not available, please use fees charged last year)</i>	
COLLEGE APPLICANTS	UNIVERSITY APPLICANTS
ANNUAL TUITION	ANNUAL TUITION
REQUIRED BOOKS	REQUIRED BOOKS
ANNUAL PARKING or BUS	ANNUAL PARKING or BUS
TECHNICAL SUPPLIES	TECHNICAL SUPPLIES
<i>Note: Technical Supplies refer to such things as Stethoscopes, Uniforms, Art Supplies, Safety Boots, specific Tools or Equipment. It does not include regular items such as school bags, paper, pens, etc.</i>	
I have applied or will apply for OSAP: YES NO	I have applied or will apply for OSAP: YES NO

SECTION H LIVING IN RESIDENCE	
I've arranged to live in Residence for _____ months. Fees for this time period are: \$	
Please provide start and end dates:	
I am registered as a Full-Time student:	YES NO
I have included my signed Residence Contract:	YES NO. If not, please explain why not.
<p>I understand and agree with the following statements regarding Residence:</p> <ol style="list-style-type: none"> 1. That my Living Allowance will be used to pay for my Residence fees. 2. If the cost of living in Residence is greater than the amount of my Allowance, I am responsible to pay the outstanding amount. 3. I also understand that if the cost of living in Residence is less than my Living Allowance, I will receive the balance of my Allowance, in monthly installments once my Residence fees are paid in full. 	
Signature: _____	Date: _____

As part of my request for Post Secondary Financial Assistance,

I declare that the information provided in this application and Appendix A (if required), is true and complete. I understand that any missing information will delay the processing of my application. I have read and agree to comply with the HIFN Post-Secondary Education Assistance Policy. I understand that failure to do so may result in a loss of current and/or future post-secondary funding.

Signature: _____ Date: _____

SECTION I APPLICATION CHECKLIST		
<i>Please indicate which of the required documents you have provided OR when you will provide them</i>		
ALL 1st YEAR STUDENTS (At All Levels) AND STUDENTS NEW TO HIFN must submit the following:		
YES	DOCUMENT	DELIVERY DATE
	Offer of Admission and Confirmation of Acceptance	
	Official Program Description that includes the length of time required to graduate from the program.	
	The institutions' definition of Full-Time studies	
	Graduation Diploma for students applying for Level 3 or 4 Studies	
DOCUMENTS REQUIRED FROM ALL STUDENTS		
	Tuition invoice or estimate – can use last year's fees if necessary	
	HIFN Authorization to Release Information – signed & dated	
	College or University's Authorization to Release Information, OR, confirmation that the college/university does not have such a form.	
	Copy of status card. Please copy both sides at actual size, not larger.	
	Direct deposit form from your bank.	
	Course schedule as soon as it is available.	
	Most recent e-grades, OR most recent Post-Secondary Transcript (Not high-school transcripts)	
	Signed copy of Residence Agreement (if you plan to live in residence).	
	Parents/guardians: include most recent CCB and/or OCB form.	
ADDITIONAL DOCUMENTS REQUIRED FROM GRADUATE & POST GRAD STUDENTS		
YES	DOCUMENT	DELIVERY DATE
	Confirmation of registration as a full-time student	
	Progress report signed by Thesis Advisor/Supervisor: must provide a new report every 6 months and it must include an expected Graduation Date	
	Annual Official Transcript	

Optional: I give Henvey Inlet First Nation Education staff, permission to collect non-identifying information from my academic record for the purpose of statistical analysis. Yes ___ No ___
Signature: _____ Date: _____

Please submit your application in one of the following ways:

1. Mail to: Henvey Inlet First Nation 295 Pickerel River Rd. Pickerel, ON P0G 1J0 or
2. Email to: education@henveyinlet.com Use Current Year PS APPLICATION in the SUBJECT LINE Example: 2025 PS APPLICATION
3. Or Fax your application to 705-857-2331

If you have questions regarding your application, please call 705-857-2331 Ext 229.

DO NOT return APPENDIX A UNLESS you have additional Post-Secondary Education to report.

APPENDIX A	
Use to list Additional Previous Post-Secondary Enrollment not included in Section D.	
INCLUDE ALL PREVIOUS EDUCATIONAL ENROLLMENT WHETHER COMPLETED OR NOT.	
Complete one APPENDIX A for each institution – copy Appendix A if required.	
Name of College or University	Name of Program
Province or Territory.	
Dates Enrolled From: _____ To: _____	Did you graduate? YES NO Graduation Date: _____
Do you plan to complete this degree? YES NO If yes, when?	If not, why not?
# of semesters _____ OR years completed _____	Number of credits obtained?
Did you receive funding from Henvey Inlet First Nation for this program? YES NO	
Official Transcripts and/or Graduation Certificates must be submitted with your application.	
APPENDIX A	
Use to list Additional Previous Post-Secondary Enrollment not included in Section D.	
INCLUDE ALL PREVIOUS ENROLLMENT WHETHER COMPLETED OR NOT.	
Complete one APPENDIX A for each institution – copy Appendix A if required.	
Name of College or University	Name of Program
Province or Territory.	
Dates Enrolled From: _____ To: _____	Did you graduate? YES NO Graduation Date: _____
Do you plan to complete this degree? YES NO If yes, when?	If not, why not?
# of semesters _____ OR years completed _____	Number of credits obtained?
Did you receive funding from Henvey Inlet First Nation for this program? YES NO	
Official Transcripts and/or your Graduation Certificates must be submitted with your application.	



HENVEY INLET FIRST NATION

Authorization to Release Information

Institution Name: _____

Address: _____

Office of the Registrar/Student Accounts

To Whom It May Concern:

I hereby authorize the above-named institution to release the following documents and information to the Henvey Inlet Education Department.

- My student financial information
- My academic records

Student Name: _____

Student Number: _____

Program: _____

Documents can be emailed to : education@henveyinlet.com or sent via Fax to 705-857-3021. If additional information is required, please contact education@henveyinlet.com.

This consent remains in effect until July of the current academic year.

Student Signature _____ **Date** _____

*Henvey Inlet First Nation, 295 Pickerel River Rd., Pickerel, ON, P0G 1J0
705-857-2331*

HIFN EDUCATION SURVEY- FEBRUARY 2025

This survey is open to all community members. Results will be posted in the March HIFN newsletter.

Please return your completed survey to HIFN Reception by 4:25 on Wednesday, February 12th.

All participants will be entered in a draw for a \$ 50.00 Gift Card – DRAW on Friday, February 14th.

1. Are your children old enough to attend elementary school?

YES NO

2. Do you think HIFN should have an Elementary School here in Pickerel?

YES NO NOT SURE

3. Do you think our students would benefit from having a school here in our community?

YES NO NOT SURE

4. Do your child/ren currently attend a provincial school, for example, Britt Public or Algonquin?

YES NO

5. Do your child/ren currently attend a Private School, for example, Sudbury Christian Academy or Montessori School?

YES NO

6. Are you satisfied with the education provided by your child/ren's current school?

Very Satisfied Somewhat Satisfied Neither Satisfied nor Dissatisfied Very dissatisfied

7. Would you like to participate in a Focus Group to discuss HIFN Education?

YES NO NOT SURE

NAME: _____

TELEPHONE #: _____

EMAIL ADDRESS: _____

Please print clearly

DRAW DATE: Friday, February 14th at 11:55 am.



FEBRUARY 2025

Band Rep Programming

***** Non-Working participants will have priority for workshop sign-ups before working participants *****



Band Representative On-Call Schedule

Staff Member	Start Date	End Date
Kerri	2025-01-20 16:30	2025-02-03 8:30
Kara	2025-02-03 16:30	2025-02-17 16:30
Kerri	2025-02-17 16:30	2025-03-03 8:30

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
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 *



BAND REP LOGO CONTEST

UNVEILING APRIL 12

ANISHINAABEKAK WIIDOSENDI WAKING THE PEOPLE TOGETHER

MARCH 5, 2025
BY @ 4:30 PM

PLEASE SEND LOGO TO ERIN @ ERIN.CAMPBELL@HENVEYINLET.COM



**Bring someone you care about to lunch
Participate in Photos and Party Games**

HAPPY

Valentine's

LUNCHEON

Feb 5, @ 11 am

Learning Centre

**Limit of 10 people + their guest for a total of 20
Nonworking Band Members have priority
Contact Darcy to register**



ELDERS GATHERING

February 27, 2025 @ 11 am

LUNCH AND GAMES

**Contact Darcy to Register
15 Spots available
Nonworking band members
have priority**



**there will be a small presentation
& questions in regard to Henvey
Inlet's child well being.**

Community Health Nurse



BRENDA CONTIN

Brenda Contin, CHN

February 2025

S	Mon	Tue	Wed	Thu	Fri	S
3	ANNUAL	4	5	6	7	
		_____	VACATION	Methadone Clinic/ OFFICE	Methadone Clinic	
10	Methadone Clinic/ Hospital visit pm	11	12	13	14	
		Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	Methadone Clinic	
17	STAT HOLIDAY	18	19	20	21	
		ANNUAL VACAY	Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	
24	ANNUAL VACAY	25	26	27	28	
		Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	Methadone Clinic/ OFFICE	

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

appointment time!

Centre to book your

Call Darcy at the Health

last appointment is 2:30pm

First appointment at 9am &

approximately 30 minutes,

Appointments will be

2025

February 5,

Wednesday.

For Elders & Diabetics

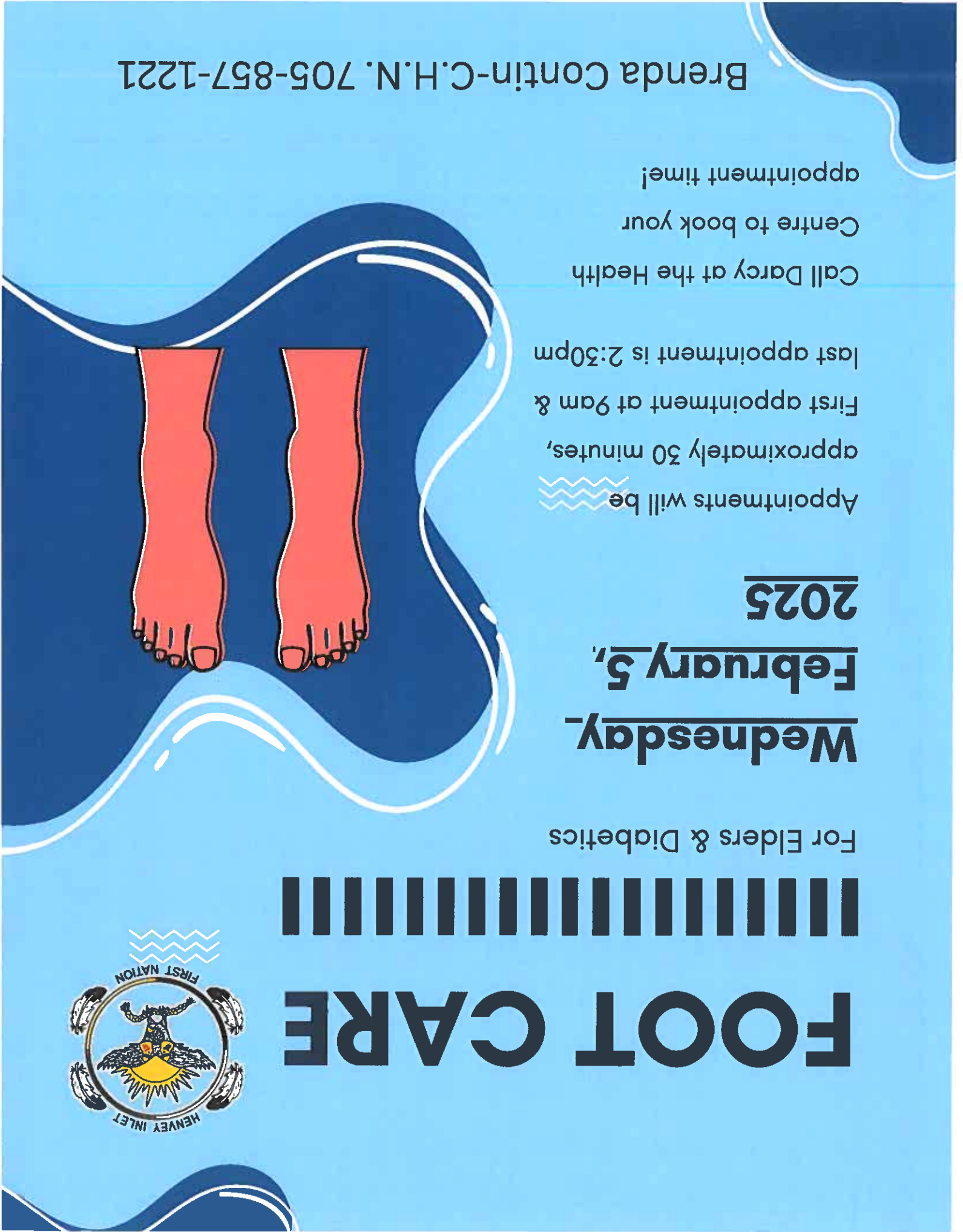


FOOT CARE



HENVEY INLET

FIRST NATION



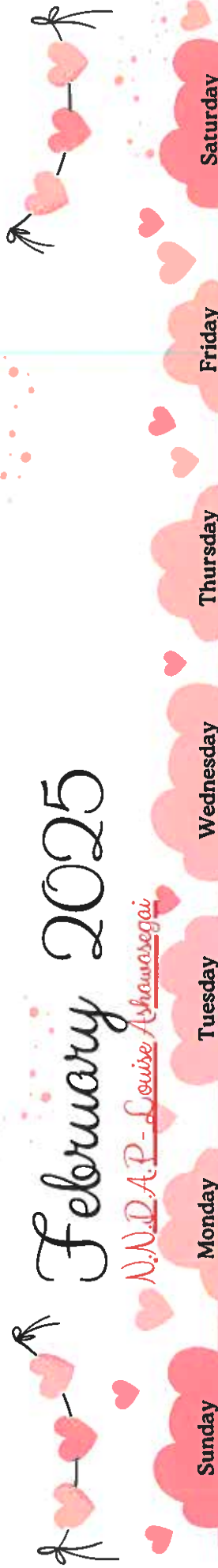


Louise Ashawasega!

N.N.A.D.A.P.

February 2025

N.N.D.A.P. - Louise Ashawasegai



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	Conference in Rama	Conference in Rama	Conference in Rama	Conference in Rama	Not in Office	8
9	In Office	In Office	Lunch w Louise, Sit Down Lunch! 11:30 AM - 1:00 PM O&M Upstairs	In Office	In Office Valentines Day!	15
						14
16	FAMILY DAY OFFICES CLOSED!!	In Office	In Office	In Office	In Office	22
23	In Office	In Office	Lunch w Louise, Sit Down Lunch! 11:30 AM - 1:00 PM O&M Upstairs	In Office	In Office	28
						27
						20
						21
						26
						25
						19
						18
						11
						10
						4
						5
						6
						7

Sit down meal as to promote Unity as community Members

Where: O&M Building upstairs

Time: 11:30 am to 1:00 pm

When: February 12 & 26

Please down the dates



Henvey Inlet First Nation Health Centre
354A Pickereil River Road - Pickereil, ON
POG 1J0
(705)857-1221 EXT: 229

**CULTURAL
COORDINATOR
Stan Moses**



CULTURAL COORDINATOR - STAN MOSES 705-857-1221

COMMUNITY, CONTACT:

FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN

10 SPOTS AVAILABLE

PLEASE CALL TO SIGN UP ASAP!!!

	Starting at 5:00 PM	
• TRAILER #4-DINNER PROVIDED •		

WITH DAVE RICE, STAN MOSES & ARLEN
TULLOC

KIND MAN PROGRAM

MEN'S CIRCLE

TUESDAY FEBRUARY 4, 2025



CULTURAL COORDINATOR - STAN MOSES 705-857-1221

COMMUNITY, CONTACT:

FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN

10 SPOTS AVAILABLE

PLEASE CALL TO SIGN UP ASAP!!!

	Starting at 5:00 PM	
• TRAILER #4-DINNER PROVIDED •		

WITH DAVE RICE, STAN MOSES & ARLEN TULLOC

KIND MAN PROGRAM

MEN'S CIRCLE

2025

TUESDAY FEBRUARY 18,



COLIN MOUSSEAU TRADITIONAL HEALER

DATES:

Saturday February 22nd – Client Appts

Sunday February 23rd – Client Appts

Monday February 24th – Client Appts

WHERE:

O & M Building Office 2

TIMES:

Appts. Between the times of 9:00am – 5:00pm (6 per day)

CONTACT: Stan Moses (705) 857-1221

**TO BOOK AN APPOINTMENT OR
CANCEL YOUR APPOINTMENT
PLEASE CONTACT:
Darcy Ashwasagai
HENVEY INLET FIRST NATION
Health Centre 705 857-1221**

