



## **KITIGAN ZIBI ANISHINABEG**

P.O. Box 309, Maniwaki, QC J9E 3C9 Tel: (819) 449-5170 Fax: (819) 449-5673

### **NOTICE**

THIS IS A FRIENDLY REMINDER THAT IN ORDER FOR YOU TO RECEIVE WATER DELIVERY EACH HOMEOWNER/RENTER MUST:

KEEP YOUR PETS TIED OR BROUGHT IN THE HOUSE ON WATER DELIVERY DAY.

DRIVEWAYS MUST BE WELL MAINTAINED, WE WILL NOT BE ENTERING DRIVEWAYS THAT ARE TOO ROUGH OR NARROW TO CAUSE DAMAGE TO OUR VEHICLE.

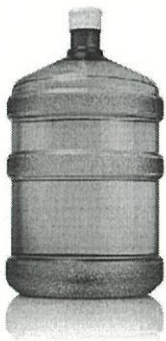
PLEASE KEEP IN MIND THAT THE WINTER IS ALMOST HERE IT IS YOUR RESPONSIBILITY TO MAKE SURE YOUR DRIVEWAY IS OPENED WIDE ENOUGH IN ORDER TO RECEIVE DELIVERY ON THE APPOINTED DAYS WHICH ARE ON TUESDAY AND WEDNESDAYS.

IF YOU HAVE ANY CONCERNS IN REGARDS TO THIS NOTICE PLEASE FORWARD THEM TO PATRICK DUMONT JR. AT 819-441-7149.

OUR GOAL IS TO MAKE SURE THAT THE WATER IS DELIVERED TO EACH HOUSEHOLD THAT IS ON OUR LIST AS WATER IS AN ESSENTIAL.

LETS ALL DO OUR PART TO MAKE SURE THAT WE CAN PROVIDE SAFE DELIVERY TO ALL INVOLVED.

KZA COMMUNITY SERVICES





KITIGAN ZIBI ANISHINABEG

P.O. Box 309, Maniwaki, QC J9E 3C9 Tel: (819) 449-5170 Fax: (819) 449-5673

Kwey Kakina,  
This is a friendly reminder that we  
will be closed on  
Monday, November 13, 2023



KZA Community Services Office

**ELDERS WINTER PROJECT  
PRE-EMPLOYMENT SERVICES**

**Stacking Wood, Odd jobs  
Shoveling, Sanding, Salting**

**INTERESTED PERSONS ON  
SOCIAL ASSISTANCE**

**CALL @ 819-449-5170 EXT 1402**

**MUST FILL OUT AN APPLICATION**



Kà-Nàgadawenindamodjig Aki, Nibì ashidj Awesìnzag

Land, Water and Animals Advisory Committee

313 Fafard St. Maniwaki Quebec, J9E-3B1

819-449-5170 ext:9025

November 8, 2023

## ***Surviving on the Land***

LWAAC are inviting you to join them on the land for a workshop on “Surviving on the Land”.

Join us at our KZA cabin for a workshop on how to build a shelter out of what is found in nature and any supplies on hand, this workshop will show you how to build a shelter on the land as means of survival.

Also, some moose hair tufting, bannock on a stick and some language games.

***Tentative date:*** Saturday, November 25, 2023

***Starting at:*** 11:00 am

***Location:*** KZA cabin

Stayed tuned for next week’s flyer for more details.

Feel free to contact me, Mariette Buckshot, Interim coordinator for the Land, Water and Animals Advisory Committee at:

819-449-5170 ext.: 9025

[buckshot.mariette@gmail.com](mailto:buckshot.mariette@gmail.com)



**NATURAL RESOURCES  
AND WILDLIFE OFFICE**

# COMMUNITY INFORMATION SESSION

**WHEN**  
**NOVEMBER 22 @ 5PM**

**WHERE**  
**CULTURAL CENTRE**

REFRESHMENTS WILL BE PROVIDED

DISCUSSIONS WILL BE FOCUSED ON UPDATES ON THE  
ONGOING NUCLEAR CONSULTATIONS FILES INCLUDING:  
-THE NUCLEAR POWER DEMONSTRATION CLOSURE PROJECT  
- THE MICRO MODULAR REACTOR PROJECT

For more information, please contact the Impact  
Assessment Coordinator at  
[melodie.hurtubise@kza.qc.ca](mailto:melodie.hurtubise@kza.qc.ca) or at the KZA NRW office



# DEADLINE EXTENSION

PLEASE APPLY BY NOVEMBER 10 2023

# WE ARE HIRING!

## PROGRAM FACILITATOR ATTENDANT

- ✓ Full-time - Permanent
- ✓ 64 hr compressed work week
- ✓ 7 days on/7 days off (Mon-Sun)
- ✓ \$22.15/hr - \$29.22/hr  
according to education/experience
- ✓ Starting January 2024

✉ [angela.miljour@wanakicentre.com](mailto:angela.miljour@wanakicentre.com)

**APPLY NOW**

MORE INFORMATION  
[www.wanakicentre.com](http://www.wanakicentre.com)







## PROLONGATION DU DÉLAI POUR POSTULER

SVP POSTULER AVANT LE 10 NOVEMBRE 2023

# NOUS RECRUTONS!

PRÉPOSÉ/FACILITATEUR DE  
PROGRAMME

- ✓ Temps plein - Permanent
- ✓ Semaine de travail compressée de 64 hrs
- ✓ 7 jours en travail/7 jours de congé
- ✓ \$22.15/hr - \$29.22/hr  
selon l'expérience/éducation
- ✓ Débute en janvier 2024

✉ [angela.miljour@wanakicentre.com](mailto:angela.miljour@wanakicentre.com)

**POSTULER**

PLUS D'INFORMATION  
[www.wanakicentre.com](http://www.wanakicentre.com)





## **JOB OPPORTUNITY – 1st posting**

**POSITION:** **Director of Education**

**LOCATION:** KZES Admin Office (37 Kikinamage Mikan, Maniwaki, QC J9E 3B1)

**WORK SCHEDULE:** 35 hours a week. Monday to Friday

**TERM:** Indeterminate. Full time.

**SALARY:** \$89,317 - \$119,087  
Salary to be based on experience according to the Quebec English School Salary Scale

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### **SUMMARY:**

The Director of Education is responsible for delivery of various education programs while promoting our culture, history and Anishinabe Algonquin language. The Director of Education directs and controls all activities of the Kitigan Zibi Education Sector system in accordance with approved practices by planning, leading, organizing, directing, controlling operations, finances and personnel.

### **PREAMBLE:**

If you are interested in applying for this position and are able to demonstrate that you meet the mandatory basic requirements, please present your: cover letter, updated resume, copy of your degrees, diplomas/certificates, work references and police reference check to the attention of **Anita Stevens at the KZES Admin Office by Thursday November 24, 2023 at 4:00 p.m. (EST).**

### **Contact information:**

Email: [anita.stevens@kza.qc.ca](mailto:anita.stevens@kza.qc.ca)  
Phone: **819-449-1798**  
Location: **KZES Admin Office** (37 Kikinamage Mikan, Maniwaki, QC J9E 3B1)

Only persons meeting the mandatory requirements will be considered for an interview. Failure to provide all the necessary documentation before the deadline will be considered an incomplete application.

The Kitigan Zibi Anishinabeg practices a preferential hiring policy. Applicants must possess the basic requirements at the time of the deadline.





## KITIGAN ZIBI Education Sector Director of Education

### Job Description

#### GENERAL INFORMATION

**Job Title :** Director of Education  
**Category :** Professional  
**Sector :** Kitigan Zibi Education Sector  
**Location :** Kitigan Zibi Education Sector Building  
37 Kikinamage Mikan  
**Terms :** Full Time—Indeterminate  
**Hours :** 35 hours per week  
**Salary :** \$89,317 - \$119,087  
Salary to be based on experience according to the Quebec  
English School Salary Scale  
**Immediate Supervisor :** Band Council Portfolio Holder  
**Date of Job Description :** November 2023

#### KZES MISSION STATEMENT

The Education Sector helps children and youth in our various education programs to develop and learn in an environment that focuses on learning while promoting our culture, history and Anishinabe Algonquin language. Our current system of education aims to ensure that high levels of learning occur for all students. The Kitigan Zibi Kikinamadinan and Pakinawatik School's mission in cooperation with the Kitigan Zibi community are to create opportunities to educate students in an atmosphere of mutual trust and respect. It is our common mission to inspire students to achieve personal growth and cultural pride, to value lifelong learning, and become responsible contributing citizens of their community, the Anishinabe/Algonquin Nation, and society at large.

#### CLIENT SERVICE RESULTS

The Director of Education directs and controls all activities of the Kitigan Zibi Education Sector system in accordance with approved practices by planning, leading, organizing, directing, controlling operations, finances and personnel.

#### KEY DUTIES

- Plan, develop, and manage the delivery of programs and services for multiple KZA stakeholders.
- Develops related program policies, procedures and guidelines.
- Leads the monitoring and reporting of programs; identifying gaps, deficiencies barriers, impeding program delivery to ensure compliance and quality delivery.
- Provides advisory services to the Chief and Council, staff, families and other stakeholders on programs and services.
- Develops and presents briefing notes, speaking notes, MOU's, collective prescription agreements, annual operational plans and various executive level and management reports.
- Represents the organization at public hearings, conferences, forums, committees, and working groups to exchange program information and best practices, to explore special initiatives (e.g. Service partners, joint ventures, MOU's, etc.).
- Attends committee/board meetings at the college/university level.

- Attends and actively participates in First Nations Education Council Committee meetings at the regional level and First Nations education meetings/symposiums at the national level.
- Responsible for keeping informed of developments taking place in regards to First Nations Education and non-First Nations Education.
- Networks with local, provincial, national, First Nation and non-First Nation organizations to stay abreast of current trends and topical areas.
- Lobbies senior officials within the federal and provincial governments on a variety of jurisdictional issues.
- Researches, reads, etc. and remains current in regard \s to education issues.
- Plans, administers and maintains contribution agreements and contracts to ensure compliance.
- Develops and maintains effective working relationships with local, regional, provincial counterparts and agencies.
- Plans, manages and monitors the performance of staff, material and financial resources.
- Reviews/proposes program/curriculum changes and implementation within the education system.
- Negotiates and implements program delivery by a variety of post secondary institutions.
- Ensures that there is a periodic review of all programs, policies and guidelines;
- Coordinates and leads program reviews.
- Oversees the post secondary student support program.
- Oversees and manages the operations of Wazoson.
- Responsible to carry out all other related duties which are required for the effective and positive functioning of the Education Sector.
- Negotiates and prepares third party contracts for approved service delivery.
- Responsible to develop, implement and coordinate special programs, example, Special Education, Cultural Center, Information Technology, Algonquin language, etc., as required.

#### **KNOWLEDGE AND SKILLS**

- Theories, principles, and practices of program planning, administration, monitoring, performance evaluation, and reporting.
- Theories, principles, and practices of human sciences.
- Theories, principles, and practices of various quality improvement strategies related to risk-management, ethical dilemma problem-solving, information management, and employee performance management.
- Knowledge of governing municipal, provincial and federal legislative, regulatory and policy requirements specific to the delivery of Education programs including the Privacy Act, Privacy Laws, Education Act of Quebec, Indian Act, and Occupational Health and Safety Laws.
- Knowledge of KZA/KZES policies, KZA Human Resources Manual, KZA Finance Policy, and KZA Code of Ethics, KZA Workplace Harassment and Violence Prevention, and KZA Multidisciplinary Protocols.
- Trends, developments, leading practices and innovation in the field of Education and changes/new direction of governing and/or new legislations, regulations and policies.
- Communication skills when representing the organization with stakeholders and when providing advisory services to leadership/staff.
- Managerial skills to effectively plan, manage, mentor and evaluate staff performance, to develop HR staffing plans and contingencies. (e.g. Back-up and succession plans); and to plan, manage and account for financial resources.
- Consultation and negotiation skills to exchange best practices, to explore joint initiatives and negotiate agreements and MOU's.

## CONTACTS

- Maintains positive relationships with parents, co-workers and community members.
- Addresses community member' requests and concerns in a timely manner.
- Delivers presentations to stakeholders at band meetings and other forums on Education service delivery in KZA.
- Negotiates agreements, joint ventures and MOU's at the regional level on the delivery of Education services to the community.
- Liaise with other Education Directors, providers, boards, and funding bodies to discuss mutual areas of Educational coordination and cooperation.
- Provides policy advice and guidance on program issues to stakeholders, the Chief & Band Council and other KZA sectors.
- Investigates and mitigates concerns raised by community members.
- Maintains close liaisons, coordinates and provides support to other sectors of KZA.

## MANAGERIAL/SUPERVISORY

<b>Human Resources:</b>	<ul style="list-style-type: none"> <li>▪ Responsible for the planning and coordination of all human resources in the Education Sector.</li> <li>▪ Meets with sector coordinators, (Wazoson, Pakinawatik, KZ School, Cultural Center, Odekan, etc.) on a periodic basis to get updates of their programs and to have feedback.</li> <li>▪ Meets with Kitigan Zibi Kikinamadinan staff on a periodic basis and as required individually and as a group.</li> <li>▪ Plans, assigns, monitors and evaluates performance; identifies training and development needs and recommends training and disciplinary action if required.</li> <li>▪ Leads or participates on working groups and project teams; defines goals and priorities and assigns work to team members.</li> <li>▪ Provides orientation to new employees.</li> </ul>
<b>Financial Resources:</b>	<ul style="list-style-type: none"> <li>▪ Develops financial plans and presents budget forecasts for operational and maintenance expenditures to the Band Council; allocates and monitors funding across program areas in accordance with funding agreements.</li> <li>▪ Verifies receipt of goods and services; authorized payment for purchased services under contract with the authority to withhold funds to contractor's when work is not in accordance with contract terms and conditions.</li> </ul>
<b>Material Resources:</b>	<ul style="list-style-type: none"> <li>▪ Care and custody of all educational equipment utilized by Educational staff, ensuring that materials are safeguarded and maintained.</li> <li>▪ Care and custody of computers and peripherals for the sector.</li> <li>▪ Care and custody of all KZES transportation and other vehicles.</li> <li>▪ Care and custody of files to maintain and protect confidentiality of sensitive educational information.</li> <li>▪ Coordinates and authorizes KZES building and site maintenance. (e.g. ventilation, power outages).</li> <li>▪ Oversees the maintenance of all grounds and facilities under the education sector.</li> </ul>

<b>ENVIRONMENTAL FACTORS</b>	
<b>Psychological and Physical Effort:</b>	<ul style="list-style-type: none"> <li>Manages medium to high level stress and multi-tasks daily;</li> <li>Required to respond to multiple and concurrent demands and conflicting priorities.</li> <li>May be required to deal with dissatisfied/aggressive individuals.</li> <li>Strong interpersonal mental health;</li> <li>May be required to intervene in precarious situations.</li> </ul>
<b>Working Conditions:</b>	<ul style="list-style-type: none"> <li>Works in an office setting.</li> <li>May be required to attend occasional community activities/events to represent KZHSS.</li> <li>Required to attend professional workshops, staff meetings, workplace safety training within KZA and may be required to travel outside of the community.</li> </ul>

<b>INCUMBENT QUALIFICATIONS</b>	
<b>Education and Experience</b>	<ul style="list-style-type: none"> <li>University diploma.</li> <li>At least 3 years in a managerial position, demonstrated experience in managing financial, staff resources, and providing advice/guidance to a stakeholder community.</li> </ul>
<b>INCUMBENT COMPETENCIES</b>	
<b>Knowledge:</b>	<ul style="list-style-type: none"> <li>Knowledge and awareness of the KZA culture and community.</li> <li>Theories and principles of program planning and service delivery.</li> <li>Knowledge and understanding of KZA Educational needs and related concerns.</li> <li>Knowledge of various computer software programs conducive to an office setting.</li> <li>Knowledge of federal regulations related to First Nations education.</li> <li>Knowledge of First Nations policies regarding education.</li> </ul>
<b>Abilities:</b>	<ul style="list-style-type: none"> <li>Research, analytical, and decision-making skills.</li> <li>Planning, organization and coordination skills.</li> <li>Monitoring and reporting skills.</li> <li>Ability to develop and deliver presentations and to conduct negotiations.</li> <li>Ability to communicate orally and in writing.</li> <li>Ability to manage staff and financial resources.</li> <li>Ability to plan and manage project teams.</li> <li>Ability to work independently in a creative way.</li> <li>Good management skills.</li> <li>Good planning and organizational skills.</li> <li>Excellent attendance.</li> <li>Ability to make presentations to large or small audiences.</li> <li>Ability to travel.</li> </ul>
<b>Personal Suitability:</b>	<ul style="list-style-type: none"> <li>Discretion and diplomacy</li> <li>Reliability</li> <li>Mental caliber to withstand or support emotionally-charged or potentially unpleasant situations</li> <li>Ability to maintain healthy professionalism and respect for staff, colleagues and clients while working in a stressful environment</li> </ul>



	<ul style="list-style-type: none"> <li>▪ Ability to establish and maintain effective working relations with multiple stakeholders</li> </ul>
<b>Certification/Licenses to maintain for duration of employment:</b>	<ul style="list-style-type: none"> <li>▪ Valid driver's license for the duration of employment; An employee must have three years driving experience and the age of 21 in order to be an insured driver with a KZA band vehicle.</li> <li>▪ Enhanced Criminal verification will be required if considered for the position. The incumbent must not possess any criminal record (s) related to working in the profession and maintain throughout employment;</li> <li>▪ Must provide medical certificate of good health if considered for the position;</li> <li>▪ Valid First Aid and CPR Training Certification or ability to undergo training within 3 months of being hired;</li> <li>▪ Must follow all safety precautions and protocols.</li> </ul>
<b>Assets:</b>	<ul style="list-style-type: none"> <li>▪ French and English strong verbal and written communication skills.</li> <li>▪ Knowledge of the Algonquin language.</li> </ul>

Kitigan Zibi Kikina madinan



*Hoo Hoo Hoo!*

Join us for the  
**Nightmare  
Before  
Christmas**

BOOKFAIR

November 20-24th  
3-8 pm everyday

Cash & Interact Accepted

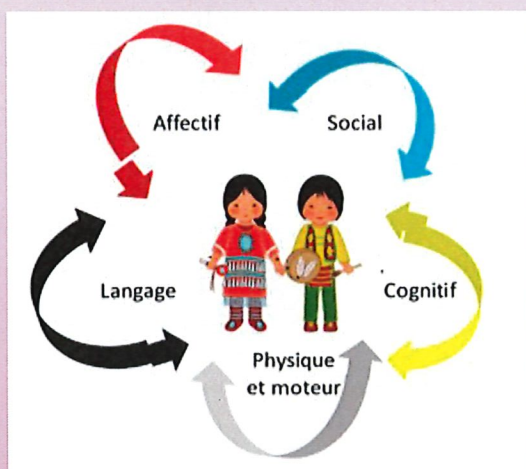


# Did you know?

## SPECIAL PRESCHOOL EDITION

The FNEC officially launched its new First Nations Preschool Cycle Program in October 2023. This program, developed in collaboration with your children's teachers and various specialists from the communities and our team, aims to meet children where they are, and support them in developing their skills. Based on a holistic vision of the child, the program encourages parental involvement in each child's learning journey. In this special edition of *Did You Know?* dedicated to preschool education, we introduce the Cycle Program and put you at the heart of your child's development.

The Cycle Program is divided into five principal areas of child development: physical and motor, emotional, social, language and cognitive.



Physical and motor development comprises two principal areas: motor skills and healthy lifestyle habits. Here are a few ways to help your child develop in this area:

- Create an obstacle course and show your child how to do it (jumping, crawling, balancing, turning, climbing, etc.).
- Ride bicycles and take walks in the forest together.
- Have your child smell the aromas from the foods you cook.
- Allow your child touch different fabrics of their clothing.
- Encourage your child to observe the colours and shapes of everyday objects, etc.
- Let your child play with different types of utensils and containers (opening/closing, screwing/unscrewing, etc.).
- Involve your child in meal preparation (cutting, holding, rolling, sprinkling, etc.).
- Make crayons, glue, string, tape, etc. available to your child.
- Teach your child good hygiene practices (toothbrushing, handwashing, etc.) with the help of rhymes or games.
- Find different ways of calming down that work for your child and explain them to your child's teacher.

## I'M INVOLVED!

[cepn-fnec.ca/involved](https://cepn-fnec.ca/involved)

For more information - Eve Lapointe: [elapointe@cepn-fnec.com](mailto:elapointe@cepn-fnec.com)



# Thousands sign up for Quebec's paid construction training programs

*Interested people have until Dec. 15 to register for the courses and receive \$750 a week during training.*

Author of the article:



**La Presse Canadienne**  
Caroline Plante  
Published Oct 31, 2023



Though 2,800 people signed up for accelerated training in construction trades on Tuesday morning, “we need to increase that,” Premier François Legault says. PHOTO BY JOHN MAHONEY /Montreal Gazette files

## Article content

QUEBEC — Premier François Legault said 2,800 people had already registered for accelerated construction training Tuesday morning, a day after he announced the program that will pay people to get trained in the trades.

“We need more people in construction,” Legault said during a brief press scrum on Tuesday at the National Assembly. But it’s not enough, according to him. “We need to increase that,” he added.

As of January, rapid and paid training will be offered in five trades: carpenter, excavator operator, heavy equipment operator, tinsmith and refrigeration engineer.

Interested people have until Dec. 15 to register for the courses, which lead to an attestation of professional studies (AEP) and whose duration will vary from four to six months (500 to 700 hours).

They will receive \$750 per week.

Furthermore, those who enrol in comparable programs leading to a professional studies diploma (DEP) could obtain a scholarship of \$9,000 to \$15,000 upon graduation.

The government will also increase the capacity of the DEPs for electricity and plumbing and heating, where there are currently waiting lists.



Together, these measures represent an investment of \$300 million. The government hopes to recruit 4,000 to 5,000 people capable of working on construction sites by the summer of 2024.

**The Legault government's initiative was well received by the Association de la construction du Québec (ACQ),** in particular, while construction unions said they feared shoddy work from insufficiently trained workers, as well as a potential health and safety problem.



## Kitigan Zibi Anishinabeg Cultural Education Centre

54 Makwa Mikan, Maniwaki, Quebec J9E 3B1

Phone 819-441-1655 Fax 819-441-2665

# Cultural Centre Update

## ĀDISŌKE



October 18, 2023

Photo credit: Anita Tenasco

This facility will house the Ottawa Public Library and the Library and Archives of Canada by 2026.

Meetings began in early 2017 and are ongoing. August 17, 2021 marked the official naming ceremony of Ādisōke.

*".....Elders and members of the Host Nation have been key partners in influencing the design of the facility, as well as the selection of the name Ādisōke, which refers to the telling of stories in the Anishinābemowin Algonquin language.*

*Ādisōke, designed by Diamond Schmitt Architects, in joint venture with KWC Architects, will bring together the rich collections of a world-class public library and a national institution under one roof, giving life to the stories and histories that connect us. "*

<https://ottawa.ca/en/city-hall/city-news/newsroom/concrete-milestone-adisoke-celebrates-completion-floors>

# REMEMBRANCE DAY CEREMONY



*Lest We Forget*

**Saturday, November 11, 2023**

**at the**

**Kitigan Zibi Cultural Centre**

**10:45 AM**

**Soup & Sandwiches to follow**

**Master of Ceremonies: Stephen McGregor**



*The Remembrance Day Volunteer Group*

**DATE:** Tuesday, November 7, 2023  
**TO:** Kitigan Zibi Anishinabeg  
**FROM:** Kitigan Zibi Education Sector

Kwey kakina,

Kitigan Zibi Education Sector is pleased to provide an update on a very important project dealing with early learning child care. The end result of this project is to establish a five (5) year multi-disciplinary work-plan for ages 0 to 6.

Funding for this project comes from the Indigenous Early Learning and Child Care (IELCC) and it is federally funded. It aims to:

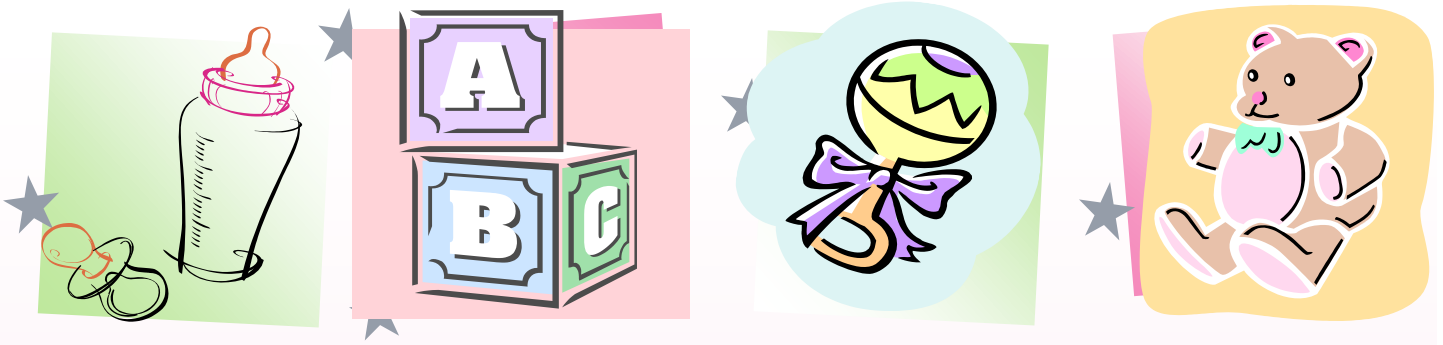
- Increase the development and operationalization of child care and learning services.
- Ensure that children and families benefit better access to IELCC programs and services that are comprehensive, accessible, inclusive, flexible and culturally appropriate.
- Increase the control of First Nations communities over IELCC programs and services.

The Spring/Summer of 2023, Brenda Odjick was hired to undertake interviews to solicit comments as part of a needs assessment on current programs and services for the delivery of early child care in our community. Twenty-six (26) community members took part of this interview process. Recurring comments were accessing information, partnerships with health organizations, and more space to name a few.

Comments from the interviews are now under review through upcoming meetings. The objective is to establish the priorities and develop a five (5) year work plan.

Kitigan Zibi Education Sector (KZES) wishes to thank everyone who assisted in this important endeavor. As a growing community, your feedback is vital so that our programs and services can provide better support to young children and their families. Migwech.





# ODEKAN BABY CONGRATULATIONS!

## ATTENTION NEW PARENTS!

If you would like to put  
your baby's picture in  
the flyer and receive a  
baby bag bundle please  
call Katrina @Odekan  
819-449-2702

Or email  
[katrina.whiteduck@kza.qc.ca](mailto:katrina.whiteduck@kza.qc.ca)

♥ Megwech ♥



**ODEKAN HEADSTART**

**PRESENTS:**

**EARLY CHILDHOOD WEEK**

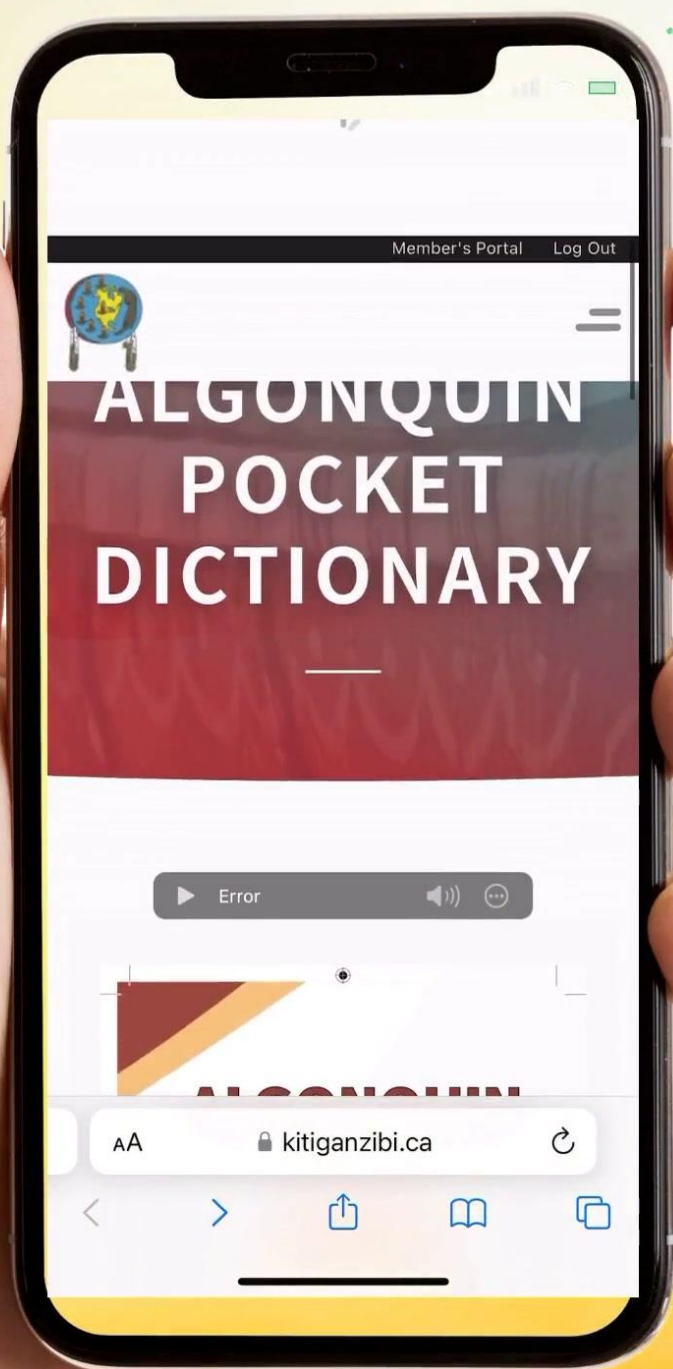
**Nov 20-24, 2023**

**\*KEEP AN EYE IN THE COMING FLIPER  
FOR A WEEK OF FUN ACTIVITIES AND  
DRAWS FOR CHILDREN 0-6 YRS OLD**

**NOVEMBER 20TH  
NATIONAL DAY OF THE  
CHILD**

# Algonquin Pocket Dictionary Online

WANT TO LEARN ALGONQUIN  
FROM HOME? FOLLOW ALONG,  
LISTEN AND LEARN.



Go to  
[www.kza.qc.ca](http://www.kza.qc.ca)

Click  
Departments Tab

Click  
Education

Scroll down and  
Click  
Learn  
Anishinabemowin  
Algonquin







## **Congratulations to our October Crossword Contest Winners!**

1. Tia Tremblay – Salton Waffle Maker
2. Mandie Clause – Hamilton Beach Electric Kettle
3. Pejik Dumont – Phone Armband by Fitletic
4. Kallie Nottaway Tolley – JUMBO Pool Float (PIZZA)
5. Theodora Thomas - Cast Iron Frying Pan

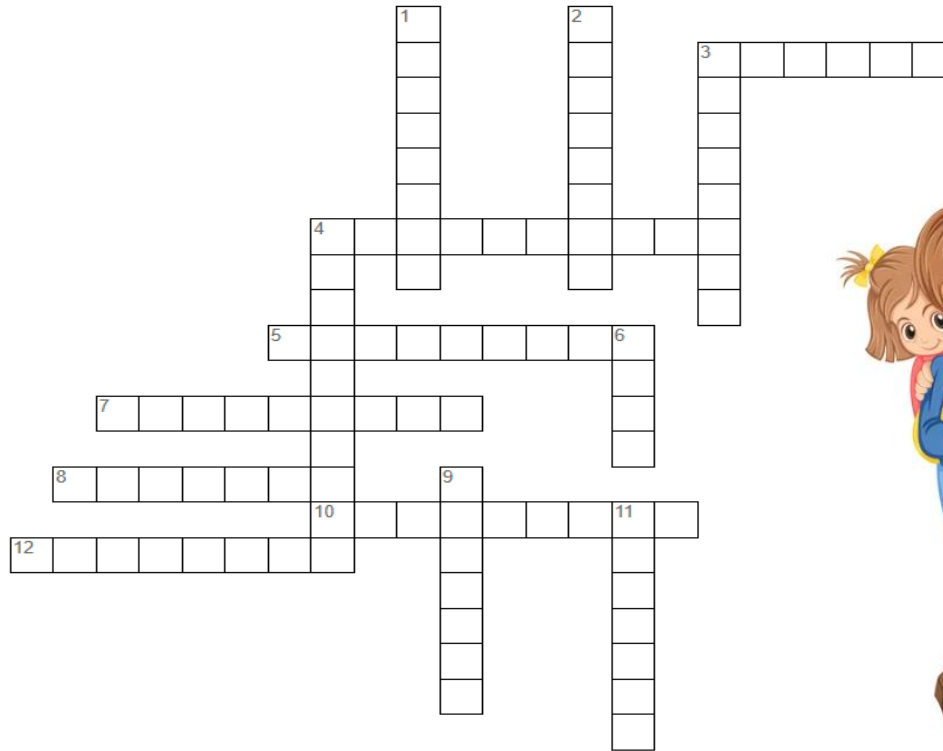
**Prizes can be picked up at the Cultural Center!**

**Mìgech ki gi odaminoyeg! Ajaye ni ishkwàtamin.  
Apìch niga madjitamin minawàdj Kakone Kizis.**

**Mamidonenindam : Kagige  
abidjton Anishnàbemowin nìgàn.**

## Nidodemag - Part 2

Fill in the crossword using your Anishinábemowin Lexicon. Send your completed puzzle to [odaminowin2021@gmail.com](mailto:odaminowin2021@gmail.com) or drop it off at the Cultural Center for your chance to win a prize!



### Across

- 3 my brother-in-law or sister-in-law
- 4 my daughter-in-law
- 5 my son-in-law
- 7 my aunt (my mother's sister)
- 8 my sister-in-law (woman)
- 10 my uncle (my mother's brother)
- 12 my younger sibling

### Down

- 1 my older brother
- 2 my sister (woman)
- 3 my older sister
- 4 my uncle (my father's brother)
- 6 my brother-in-law (man)
- 9 my aunt (my father's sister)
- 11 my brother (man)



## Word Bank

ningwan

niwìnim

niseyenz

ninoshenj

ninànganikwe

nidàngwe

nimisenzen

nijisheng

niwìkànis

nishìmenj

niwìdigik

niwità

nimishòmenj

nizigos

Òde means family.

Nidòdem means my family.

Nidòdemag means all my family.

You will notice that all the words begin with the ni prefix as you are speaking of “my” family members. If you wish to speak of “your” family you would use the “ki” prefix. For example, kidòdem meaning your family. If you wish to speak of “his or her” family you would not use any prefix and/or use the person’s name instead. For example, Pìen òdemag meaning all of Peter’s family.



November 9, 2023

### **JOB OPPORTUNITY**

POSITION: NIHB/Jordan's Principle Navigator  
LOCATION: Kitigan Zibi Health and Social Services  
WORK SCHEDULE: 35 hours a week. Varied schedule.  
TERM: Full Time Indeterminate  
SALARY: Level 3 starting as per KZA Salary Scale  
(\$41,795.37-\$52,276.31) based on work experience

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#### **Summary:**

The NIHB/Jordan's Principle Navigator assists clients to navigate the Non Insured Health Benefits (NIHB) Program system and related federal/provincial program services for NIHB services and Jordan's Principle services. The NIHB/Jordan's Principle Navigator will facilitate services for children and families who require services in accordance with Jordan's Principle funded by the Department of Indigenous Services Canada (ISC). The NIHB/Jordan's Principle Navigator will work collaboratively with the First Nations and external services to ensure KZA children are funded for appropriate services that meet children's complex needs

#### **Application Requirements:**

If you are interested in applying for the position and are able to demonstrate that you meet the mandatory basic requirements, please present your: cover letter, updated resume, proof of education/training, and contact information for three references to the attention of **Dawn Cayer, KZHSS Executive Assistant** at 8 Kikinamag Mikan, PO Box 160, Maniwaki, Quebec J9E 3B4 by **November 23, 2023 at 4:00 p.m. (EST)** or emailed to [dawn.cayer@kza.qc.ca](mailto:dawn.cayer@kza.qc.ca)

#### **Information Contact:**

Celine Brazeau, KZHSS Director  
Phone: 819-449-5593 ext 2002

**Preference will be given to Kitigan Zibi Anishinabeg Band members in accordance with the Kitigan Zibi Anishinabeg's Preferential Hiring Policy. Interviews will be conducted. It is the responsibility of the applicant to ensure that a complete application is submitted by the deadline. A screening process will be conducted, followed by interviews. Validation may be made of your credentials**





## KITIGAN ZIBI HEALTH & SOCIAL SERVICES

### NIHB/Jordan's Principle Navigator Job Description

#### GENERAL INFORMATION

**Job Title :** NIHB/Jordan's Principle Navigator  
**Category :** Technician  
**Sector :** Kitigan Zibi Health & Social Services  
**Location :** 8, Kikinamag Mikan, Maniwaki, Quebec  
**Terms :** Full Time - Indeterminate  
**Hours :** 35 hours per week  
**Salary :** KZA Salary Scale Level 3  
in accordance with the *KZA Human Resource Policy*  
**Immediate Supervisor :** Director of Health & Social Services or Designee  
**Date of Job Description :** March 2021

#### KZHSS MISSION STATEMENT

Kitigan Zibi Health and Social Services offers a safe, equitable, and quality current service practice with qualified community professionals to encourage Kitigan Zibi Anishinabeg community members to take charge of their own health.

#### CLIENT SERVICE RESULTS

The NIHB/Jordan's Principle Navigator assists clients to navigate the Non Insured Health Benefits (NIHB) Program system and related federal/provincial program services for NIHB services and Jordan's Principle services. The NIHB/Jordan's Principle Navigator will facilitate services for children and families who require services in accordance with Jordan's Principle funded by the Department of Indigenous Services Canada (ISC). The NIHB/Jordan's Principle Navigator will work collaboratively with the First Nations and external services to ensure KZA children are funded for appropriate services that meet children's complex needs.

#### KEY DUTIES

- Assist clients with navigation of accessing NIHB and Jordan's Principle services;
- Assist KZHSS staff and KZA sectors staff with communication to NIHB and Jordan's Principle regional and national services for client care;
- Contact with regional advisors from Indigenous Services Canada (ISC) and Centre intégré de santé et de services sociaux (CISSS) to access services for clientele;
- Enhance awareness of existing programs and available supports for clientele under NIHB and Jordan's Principle services through internet online services, community flyers, community information sharing, and one on one community client work;
- Participate in multi-disciplinary staff meetings for client and group needs;
- Strengthen networking relationships with health care providers and network with other service providers for service delivery;
- Ensure all reporting is up to date and submitted according to deadlines;
- May need to assist in staff group work for community activity as required

### Non Insured Health Benefits

- Receives client inquiries to assist in investigating their NIHB claims and inquiries by contacting NIHB advisors and program officials according to the case for pharmacy care, dental services, optometry care, and all other NIHB services;
- Communicates with regional representatives for NIHB program development and updating of service information of NIHB programming;
- Advise and support KZA families in resolving general problems encountered when accessing services from NIHB;
- Contacts services related to the case for NIHB and Jordan's Principle problem solving;
- Engage in NIHB appeals processes when required;
- Participates in regional and national NIHB meetings as assigned;
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### Jordan's Principle

- Prepare and document the needs and services for children who require services not covered by NIHB or RAMQ or any other service funding;
- Assist KZA families to complete and submit applications for Jordan's Principle funding;
- Outreach to families with children with unmet needs and assist them to secure access to needed services and supports;
- Help families to navigate the health and social system in a timely manner;
- Ensure that all KZA children receive quality and culturally appropriate health, social and educational services and supports across all stages and levels of care;
- Refer the cases that cannot be supported by ISC-Health existing services;
- Undertake follow-up with clients/families and key contacts to ensure the child is receiving and maintaining the services required;
- Support data collection and analytical activities to better understand the scope of children's needs and nature of service gaps;
- Work collaboratively with the internal staff/external agencies and organizations to ensure all financial claims related to Jordan's Principle are processed and managed according to Jordan's Principle policy and procedures;
- Develop and maintain work files that are accurate, up-to-date and concise;
- Promote, support and maintain effective working relations with other KZA sectors and organizations;
- Promote activities sponsored by Jordan's Principle funds;
- Maintain all activity reporting on relevant databases;
- Prepare, organize and monitor updates of Jordan's Principle proposal submissions to ISC for funding and reporting operations;
- Communicates with clients with motivational interviewing skills to access service delivery as needed.

### KNOWLEDGE AND SKILLS

- Knowledge of KZA community, culture and current psychosocial issues encountered by families.
- Knowledge of Department of Indigenous Services Canada documentation related to the Canadian Human Rights Tribunal and Jordan's Principle.
- Knowledge of Non-Insured Health Benefits (NIHB) program.



CONTACTS	
	<ul style="list-style-type: none"> <li>Establish relationships with community resources and collaborate with existing community programs and services;</li> <li>Nurture relationships across community-based programs and services; services providers; and First Nations, federal and provincial programs and services;</li> <li>Brief the Director of Health and Social Services regarding issues related to current and anticipated community needs;</li> <li>Develops and maintains effective working relationships and partnerships, with internal (KZA sectors) and external agencies (both public agencies and private organizations).</li> </ul>

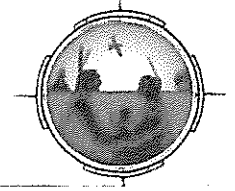
MANAGERIAL/SUPERVISORY	
Human Resources:	<ul style="list-style-type: none"> <li>Not applicable in this position.</li> <li>May supervise summer students in placement learning</li> </ul>
Financial Resources:	<ul style="list-style-type: none"> <li>Ensure all financial claims related to Jordan's Principle are processed and managed according to Jordan's Principle policy and procedures;</li> <li>Monitor all revenues, expenses, invoices, and statements recording for Jordan's Principle funding</li> <li>Collaborate with KZA Finance department, KZHSS and KZES services for proper expense recording and reporting</li> </ul>
Material Resources:	<ul style="list-style-type: none"> <li>Monitors any materials accessed for NIHB or Jordan's Principle proposals</li> </ul>

ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	<ul style="list-style-type: none"> <li>Works collaboratively as part of a team and independently as required;</li> <li>Must have excellent initiative and be able to work autonomously;</li> <li>Manages medium stress level.</li> </ul>
Working Conditions:	<ul style="list-style-type: none"> <li>Administrative tasks within an office setting;</li> <li>Required to work outside of normally scheduled hours and in client environments;</li> <li>May be required to use KZHSS vehicles;</li> <li>Required to attend professional workshops, staff meetings, workplace safety training within KZA and will be required to travel outside of the community.</li> </ul>

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none"> <li>Minimum of a Post Secondary Diploma in a related field with 2 years of work experience in a related field.</li> </ul>
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> <li>Knowledge and awareness and Algonquin culture and communities.</li> <li>Standard office computer literacy.</li> </ul>
Abilities:	<ul style="list-style-type: none"> <li>Trustworthy, discreet and able to maintain confidentiality;</li> <li>Punctual and reliable with low absenteeism;</li> <li>Responsible and able to organize own workload;</li> <li>Ability to work independently without close supervision;</li> <li>Interpersonal and motivational skills;</li> <li>Ability to be objective towards case work;</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Monitoring and reporting skills;</li> <li>▪ Ability to communicate orally and in writing in English.</li> </ul>
<b>Personal Suitability:</b>	<ul style="list-style-type: none"> <li>▪ Discretion and diplomacy;</li> <li>▪ Reliability;</li> <li>▪ Effective interpersonal skills;</li> <li>▪ Client service focus;</li> <li>▪ Ability to maintain healthy professionalism and respect for staff, colleagues and clients while working in a stressful environment;</li> <li>▪ Ability to establish and maintain effective working relations with multiple stakeholders.</li> </ul>
<b>Certification/Licenses to maintain for duration of employment:</b>	<ul style="list-style-type: none"> <li>▪ Valid driver's license for the duration of employment; An employee must have three years driving experience and the age of 21 in order to be an insured driver with a KZA band vehicle;</li> <li>▪ Criminal record verification will be required if considered for the position. The incumbent must not possess any criminal record (s) related to working in the profession and maintain throughout employment;</li> <li>▪ Must provide medical certificate of good health if considered for the position;</li> <li>▪ Valid First Aid and CPR Training Certification or ability to undergo training within 3 months of being hired;</li> <li>▪ Must follow all safety precautions and protocols.</li> </ul>
<b>Assets:</b>	<ul style="list-style-type: none"> <li>▪ French verbal and written communication skills to communicate with stakeholders in the provincial system;</li> <li>▪ Ability to communicate in Algonquin.</li> </ul>

## **\*Flu Vaccine Walk in Clinic\***



**At the Health Centre**

**For all ages**

November 16 (Thursday) morning 8:30 am – 11:30 am & afternoon 1:30 pm – 4:00 pm

November 21 (Tuesday) afternoon only from 1:30 pm - 4:00 pm

Pneumovax 23 vaccine will also be available for those who are eligible. Please speak to a Nurse to see if you are eligible.

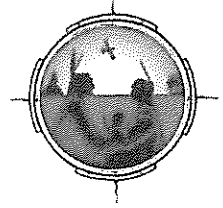
For elders with severe mobility issues please call to leave your name with the Health Centre receptionist, a home visit may be available.

For any questions about any of the vaccines offered please call a Nurse or ask your questions at the clinic.

Thank you,

Clinic Team ☺

Please note that the Flu and COVID-19 vaccine will be available on the same days.  
You are able to receive both at the same time if you choose.



## **\*COVID-19 Booster Walk in Clinics\***

**At the Health Centre**

**For ages 18+**

November 16 (Thursday) morning 8:30 am – 11:30 am & afternoon 1:30 pm – 4:00 pm

November 21 (Tuesday) afternoon only from 1:30 pm - 4:00 pm

**\*\*All people ages 18+ who received their last dose more than 6 months ago are encouraged to receive their booster dose, regardless of the total number of doses received. The Spikevax (previously known as Moderna) XBB.1.5 will be available.**

**\*\***

It is recommended to wait 3 months after a COVID-19 infection before receiving a new dose of the vaccine.

**For elders with severe mobility issues please call to leave your name with the Health Centre receptionist, a home visit may be available.**

Thank you,

Clinic Team ☺

Please note that the Flu and COVID-19 vaccine will be available on the same days.

You are able to receive both at the same time if you choose.





# CHRISTMAS IS AROUND THE CORNER.

PARENTS & CHILDREN SANTA CLAUSE  
NEEDS YOUR HELP ! FILL OUT THE  
FORM ON THE BACK OF THIS FLYER IF  
YOU WOULD LIKE YOUR CHILD/REN TO  
RECEIVE A GIFT. RETURN TO KZHSS  
BY NOVEMBER 24, 2023



RETURN TO KZHSS BY NOVEMBER 24, 2023





K.Z.H.S.S. PRESENTS

-DESIGN OR DRAW YOUR OWN JERSEY!  
-DROP OFF TO K.Z.H.S.S RECEPTIONIST  
BY December 1st, 2023.

-WINNERS TO BE DRAWN  
December 4th, 2023.



Name: \_\_\_\_\_.

Phone Number: \_\_\_\_\_.

IF YOU HAVE ANY QUESTIONS  
PLEASE CALL KANE DUMONT AT  
819-449-5593.

## KICHI MÌGWECH

We, the Tenascon Family, would like to thank the following friends and family for making food for us and dropping it off at our home. Food is comfort and so a kichi mìgwech to you.

Francine McConini, Marie-Reine Ethier, Challa Tenasco, Frances Brennan, Joan Tenasco, Andrew Commanda, Carole Whiteduck



A huge thank you to Azure Smith and Maryann Buckshot for looking after the funeral feast. We would also like to thank the following who donated food or cash for the funeral/feast for our beloved Tada, Maurice Tenascon Sr.

Joanne Manatch	Teri Buckshot	Alice Tolley	
Joann and Jenna Dumont	Melody Meness	Terry Anne Cote	
Lisa Commanda	Jolene Commanda	Tammy Clarke	
Louise Buckshot	Stella Chabot	Dawn Cayer	Frances Brennaan
John Tenasco Family	Peggy Commonda	Susie Commonda	Madeline Brazeau
Frank Meness	Connie Brazeau	Jeannette Buckshot	MaryAnn Buckshot
Patricia Brazeau	Bob and Mae Decontie	Sylvia Morin	Pat and Jane Dumont
Penny Jacko	Lance Cote	Terry and Joe Morin	Kelly Marchand
Delia and Maddy Pridham	AJ Tenasco	Natasha Mitchell	

If we missed anyone we humbly apologize, there was an over abundance of food and a lot of it magically appeared. Know that is a great comfort to us that we are part of such a caring community as Kitigàn Zìbì.

We would also like to thank Hattie Kitchen for her blessing of the food, Lisa Commanda for taking care of the spirit plate, Sunshine Tenasco for making Tada's new moccasins, Awema Tendesi and Odeskhan Thusky for the honor song, John Tenasco for the fire, Cheryl Tenasco for the gift of the eagle feather and tobacco, David John Buckshot, Edward Cote, Tim Whiteduck and Cheryl for the music, and the Holy Rosary Church Choir. Lastly, we would like to thank the Residential School Survivors Group for the wonderful wreath they placed at the monument and for all the floral tributes at the funeral home.

Kitchi mìgwech,

The Tenascon Family



# Garden River Catering

## **HOMEMADE FROZEN MEALS**

### **ANY MAIN MENU ITEM**

SINGLE PORTION \$6

DOUBLE PORTION \$12

POT PIES \$6

ANY MENU SOUP ITEM

500ML \$5-1L \$10

ANY MENU SALAD ITEM

500ML \$5-1L \$10

**SENIOR DISCOUNT 55YRS AND OLDER 15%**

**AZURE DEE KATHERINE SMITH**

**819-334-0523**

**GARDENRIVERCATERING@GMAIL.COM**







## SOUP

5L Pot - 25 servings	\$55
10L Pot - 50 servings	\$100

Hamburger Macaroni  
 Chicken and Rice  
 Chicken and Dumplings  
 Ham and Pea Soup  
 Beef and Barley  
 Broccoli and Cauliflower  
 Potato Chowder  
 Roasted Garlic Tomato Basil  
 Butternut Squash  
 Cream of Mushroom

## SALADS

12.5-16.5 deep dish - 25 servings

Potato Salad	\$60
Caesar Salad	\$60
Wild Greens Salad	\$75
Macaroni Salad	\$60
Taco Salad	\$75

## SANDWICHES AND PLATTERS

16" Platter - 25 servings

Spinach Dip with Miche Bread	\$45
Fruit Platter	\$55
Veggie Platter	\$55
Cold Cut Platter	\$55
Cheese Platter	\$55
Olive and Pickle Platter	\$55
Wraps Platter	\$95
Sandwich Platter	\$75

## MAIN DISHES

12.5-16.5 deep dish - 25 servings

Macaroni and Cheese	\$45
Sheppard's Pie	\$60
Lasagna	\$60
Spaghetti and Meat Sauce	\$60
Chicken Enchiladas	\$50
Cheese Quesadillas	\$45
Baked Beans	\$35
Moose Seapie	\$75

## COOKIES AND MORE

Assorted Cookies 3dz	\$45
Chocolate Chip, White Chip Chocolate, White Chip Walnut, Peanut butter	
Sugar Cookies shaped and decorated for any season 2dz	\$45
Brownies 2dz	\$45
Oven Smores 2dz	\$45
Assorted Muffins 2dz	\$50
Banana, Chocolate Chip, Double Chocolate, Apple Cinnamon, Carrot, Wild Berry, Blueberry	

## PIES

9" Pie	\$10
Apple, Pumpkin, Raisin, Pecan, Lemon, Cherry, Cream Pies; Chocolate, Vanilla	
Chicken Pot Pie	\$6
Beef Pot Pie	
Meat pies	\$12

## BREADS

Banana Bread	\$8
Baked Bannock	\$5
Baked Bannock rolls	\$2 ea
Fried Bread	\$2 ea

## CHEESECAKE

10" round cake	\$45
Azure's Signature Pear Cheesecake, Chocolate, Pumpkin, New York, Berry Swirl Cheesecake, Oreo	

## HOMEMADE FROZEN MEALS

### Any Main Dish

Single \$6	Double \$12
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### Any Soup

500ml \$5	1L \$10
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### Any Salad

500ml \$5	1L \$10
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## CATERED MEALS

Continental Breakfast \$20/plate  
 Breakfast Buffet \$25 /plate  
 Lunch Buffet \$25/plate  
 Buffet Dinner \$30/plate  
 Banquet Dinner \$35/plate