



KITIGAN ZIBI ANISHINABEG

P.O. Box 309, Maniwaki (Quebec) J9E 3C9

Tel: (819) 449-5170
Fax: (819) 449-5673

Chronological No. - Numéro consécutif

BCR No. 78

BAND COUNCIL RESOLUTION RÉSOLUTION DE CONSEIL DE BANDE

DATE	<u>28</u>	<u>11</u>	AD 20	<u>2023</u>
	DAY - JOUR	MONTH - MOIS		YEAR - ANNEE

At a duly convened meeting held by the Kitigan Zibi Anishinabeg Council on November 28, 2023, the following resolution was enacted:

WHEREAS at a duly convened Kitigan Zibi Anishinabeg (KZA) Council meeting the following resolution was enacted:

WHEREAS the KZA Council acknowledges the high cost of living due to inflation and interest rates;

WHEREAS the KZA Council recognizes that all KZA registered members would benefit from a one-time holiday disbursement to assist in offsetting inflation and to be able to enjoy the holidays with their families;

WHEREAS KZA Council decided to provide the following amounts:

- 1- \$100.00 per band member under the age of eighteen (minor);
- 2- \$200.00 per band member over the age of eighteen;

WHEREAS KZA Council agree that a minor band member disbursement will be paid to the parent or legal guardian or the other adult who has day-to-day care and responsibility of the minor(s);

WHEREAS KZA Council considers the holiday distribution a gift and will not be deducting 30% for past due accounts receivables.

THEREFORE, BE IT RESOLVED THAT the KZA Council authorizes a one-time holiday disbursement to all KZA band members who apply by the set deadline of December 15, 2023;

BE IT FURTHER RESOLVED THAT the KZA Council authorizes the monies to come from the CtAF monies held in an account by KZA at the Caisse Populaire de la Haute-Gatineau branch.

BE IT FURTHER RESOLVED THAT the KZA Council instructs the administration and finance sectors to set up the process for payment of this one-time disbursement for the 2023 holiday season.

ADOPTED

A quorum for this Band
Pour cette bande la quorum est
consists of
fixé à 4
Council Members
Membres du Conseil

(Councillor - conseiller)

(Chief - Chef)

(Councillor - conseiller)

(Councillor - conseiller)

(Councillor - conseiller)

(Councillor - conseiller)

(Councillor - conseiller)



KITIGAN ZIBI ANISHINABEG

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

Wednesday, November 29, 2023

Kwey Kitigan Zibi Anishinabeg Members:

This is a Special Announcement

Please be advised our KZA band council has met to discuss and offer a one-time holiday per capita disbursement to assist in offsetting inflation and to be able to enjoy the holidays with your families.

Here are the following amounts for distribution:

1- \$100.00 per band member under the age of eighteen (minor)

2- \$200.00 per band member over the age of eighteen

The minor band member disbursement will be paid to the parent or legal guardian or the other adult who has day-to-day care and responsibility of the minor(s);

KZA Council considers the holiday distribution a gift and will **not** be deducting 30% for past due accounts receivables.

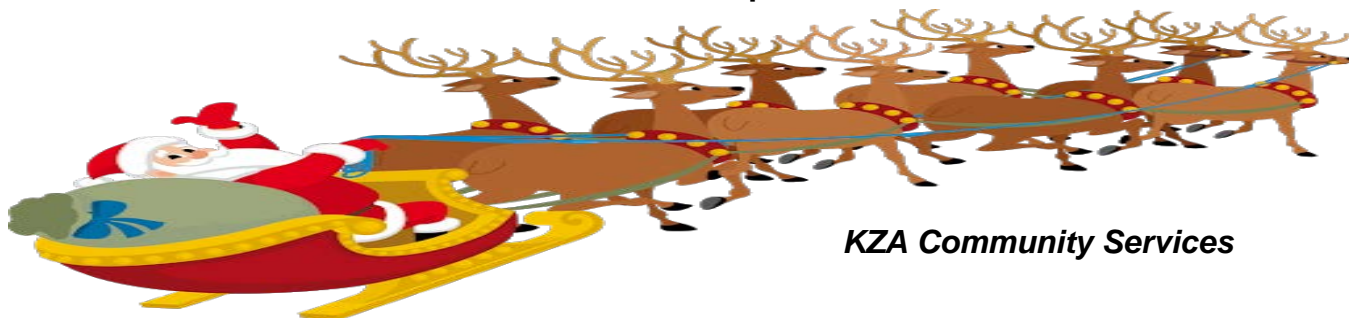
In order to receive this one-time distribution, you must fill-in and submit an application form to the Community Services office, **with copy of ID** (adult and children), either by hand-deliver, mail-in or email to: Holiday.2023@kza.qc.ca . The application form is attached.

The deadline to apply is December 15, 2023, 11:59 PM.

You may drop off after hours in the black box or

Give directly to Ms. Tamara Tremblay

There will be no exceptions after this date.



KZA Community Services

Holiday Per Capita Distribution Application Form

NAME: _____

DATE OF BIRTH: _____

BAND NO.: _____

CIVIC ADDRESS: _____

CHILDREN:

NAME: _____

DATE OF BIRTH (DOB): _____

NAME: _____

DOB: _____

NAME: _____

DOB: _____

NAME: _____

DOB: _____

NAME: _____

DOB: _____

NAME: _____

DOB: _____

SIGNATURE OF APPLICANT (PARENT): _____

DATE OF APPLICATION: _____

In order to receive this one-time distribution, you must fill-in and submit an application form to the Community Services office, **with copy of ID** (adult and children), either by hand-deliver, mail-in or email to: Holiday.2023@kza.qc.ca

You may drop off after hours in the black box or give directly to Ms. Tamara Tremblay

The deadline to apply is December 15, 2023, 11:59 PM

FOR DEPARTMENT USE:

DATE RECEIVED: _____

SIGNATURE: _____



KITIGAN ZIBI ANISHINABEG

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

KZA Community Band Meeting

Kwey Kitigan Zibi Anishinabeg,

This is to inform you that the next Community Band Meeting will be held this **Saturday December 16th, 2023** from 9:30am to 12:00pm. Your input, comments and concerns are important.

Agenda items will be presented via an emergency flyer this Friday morning (December 15th, 2023).

Migwech,

Chief Dylan Whiteduck
Kitigan Zibi Anishinabeg

INCOME SECURITY RECIPIENTS

Income Security Cheques for **January 2024** will be released



FRIDAY, December 22, 2023

Recipients will continue to receive direct bank deposits.

Paper cheques will be released 8:30 a.m. at the band office.

Due to the holiday season, the last day for **Income Security Benefits Applications and EI Loans for 2023** will be **DECEMBER 15, 2023.**

New Income Security Applications and EI Loans for 2024 will not be processed until January 8, 2024.

Please note that the LAST DAY OF WORK at the Band Office will be on December 22 and will not re-open until January 8, 2024.

If you have any questions please contact Susan at the Band Office 819 449-5170.

HAPPY HOLIDAYS



Share:    

News >

Cindy Woodhouse Elected as National Chief of Assembly of First Nations

 Published: Dec 07, 2023  Press Release

(Ottawa, Unceded Algonquin Territory, Ontario) – Cindy Woodhouse has been elected as the National Chief of the Assembly of First Nations (AFN). Cindy Woodhouse was elected following David Pratt's concession after six ballots conducted on Wednesday, December 6, 2023. Cindy Woodhouse previously served as Assembly of Regional Chief, Manitoba.

Six candidates ran for the position of AFN National Chief, with 461 electors registered to vote via the Simply Voting platform.

"I am honoured that the Chiefs-in-Assembly have placed their trust in me to lead the Assembly of First Nations and I want to thank my fellow candidates who put their names forward," said newly-elected National Chief Cindy Woodhouse. "My commitment to them is to advocate on behalf of all our communities and to improve life for all First Nations. That advocacy starts with

accountability, transparency and dialogue. I look forward to working alongside the AFN Executive Committee on advancing our priorities in each region. There is much work to do and I am eager to get started on behalf of all our people.”

Following the final ballot results, National Chief Cindy Woodhouse participated in the Oath of Office ceremony to officially assume the position of National Chief for the Assembly of First Nations.

—30—

The Assembly of First Nations (AFN) is a national advocacy organization that works to advance the collective aspirations of First Nations individuals and communities across Canada on matters of national or international nature and concern. Follow AFN on X @AFN_Updates.

Contact Information:

Genna Benson
Director of Communications
Assembly of First Nations
604-340-3117 (mobile)
gbenson@afn.ca

Kelly Reid
Senior Communications Officer
Assembly of First Nations
(613) 292-0857 (mobile)
kreid@afn.ca



THE ALGONQUIN ANISHINABEG NATION LA NATION ALGONQUINE ANISHINABEG

*Abitibiwinini - Kebaowek - Kitcisakik
Kitigan Zibi – Lac Simon – Long Point - Wahgoshig*

JOB OPPORTUNITY * JOB OPPORTUNITY * JOB OPPORTUNITY

Algonquin Business Support Worker

Duration: Annual contract renewal with availability of government funding
Place of work: Kitigan Zibi (Maniwaki, Québec) (possibility of teleworking)
Start date: January 30, 2024
Salary: \$28.57 Per/hour

Summary:

Under the direction of the Algonquin Procurement Coordinator, and in accordance with the policies, orientations and priorities adopted by the Algonquin Anishinabeg Nation Tribal Council, the Algonquin Business Support Worker will work with all levels of the Algonquin communities of Abitibiwinini, Barriere Lake, Kebaowek, Kitcisakik, Kitigan Zibi, Lac Simon, Long Point, Pikwakanagan, Timiskaming, Wolf Lake and Wahgoshig First Nations. They will work directly with the community's Leadership, Service Directors and their support workers to assist existing businesses and new entrepreneurs to improve access to Federal procurement opportunities. Get information on procurement opportunities out to the communities and to the business owners, work directly with the communities to identify areas of procurements that are of interest to the nation and that would have direct impacts the community's economy for each of the 11 Algonquin communities.

Mandatory Educational Requirements (in order of preference):

- A bachelor's degree in a social science or business administration is required AND
- Two years of experience in policy development, research or program administration, or in a professional occupation in social science or business administration, OR
- Five years of experience in policy development, research or program administration, or in a professional occupation in social science or business administration.

Mandatory Requirements:

- Must have a good knowledge of the federal Procurement Strategy on Indigenous Business.
- Ability to work with Windows, Microsoft Word, Excel, Power Point and related software.
- High degree of confidentiality and discretion.
- Ability to communicate orally in English and French.
- Ability to communicate in Algonquin will be an asset.

Deadline:

All interested individuals must submit a cover letter, resume, names of two recent references and supporting documents no later **than January 8, 2024 at 3:00 p.m. via email at hr@aatnc-ctnaa.ca**.

- Preference may be given to an Aboriginal candidate.

Algonquin Anishinabeg Nation Tribal Council
Attention: Human Resources, 81, Kichi Mikan, Maniwaki (Québec) J9E 3C3
Tel: 819-449-1225, Fax: 819-449-8064

Please submit all required documentation since incomplete applications will not be considered.



THE ALGONQUIN ANISHINABEG NATION LA NATION ALGONQUINE ANISHINABEG

*Abitibiwinni - Kebaowek - Kitcisakik
Kitigan Zibi – Lac Simon – Long Point - Wahgoshig*

JOB OPPORTUNITY * JOB OPPORTUNITY * JOB OPPORTUNITY **Algonquin Liaison Research Officer**

Duration: Annual Contract with availability of government funding
Place of work: Kitigan Zibi (Maniwaki, Québec) (possibility of teleworking)
Start date: January 30, 2024
Salary: \$28.57 Per/hour

Summary:

Under the direction of the Algonquin Procurement Coordinator, and in accordance with the policies, orientations and priorities adopted by the Algonquin Anishinabeg Nation Tribal Council, the Algonquin Liaison Research Officer will work with all levels of the Algonquin communities of Abitibiwinni, Barriere Lake, Kebaowek, Kitcisakik, Kitigan Zibi, Lac Simon, Long Point, Pikwakanagan, Timiskaming, Wolf Lake and Wahgoshig First Nations by liaising, planning, facilitating and conducting research activities on the capacity levels and interest needs for each of the 11 Algonquin communities.

Mandatory Educational Requirements (in order of preference):

- A bachelor's degree in a social science or business administration is required AND
- Two years of experience in policy development, research or program administration, or in a professional occupation in social science or business administration, OR
- Five years of experience in policy development, research or program administration, or in a professional occupation in social science or business administration.

Mandatory Requirements:

- Must have a good knowledge of the federal Procurement Strategy on Indigenous Business.
- Ability to work with Windows, Microsoft Word, Excel, Power Point and related software.
- High degree of confidentiality and discretion.
- Ability to communicate orally in English and in French.
- Ability to communicate in Algonquin is an asset.

Deadline:

All interested individuals must submit a cover letter, resume, names of two recent references and supporting documents no later **than January 8, 2024 at 3:00 p.m. via email at hr@aatnc-ctnaa.ca**.

- Preference may be given to an Aboriginal candidate.

Algonquin Anishinabeg Nation Tribal Council,
Attention: Human Resources
81, Kichi Mikan, Maniwaki (Québec) J9E 3C3
Tel: 819-449-1225, Fax: 819-449-8064

Please submit all required documentation since incomplete applications will not be considered.



THE ALGONQUIN ANISHINABEG NATION
LA NATION ALGONQUINE ANISHINABEG
Abitibiwinni - Kebaowek - Kitcisakik
Kitigan Zibi – Lac Simon – Long Point - Wahgoshig

JOB OPPORTUNITY * JOB OPPORTUNITY * JOB OPPORTUNITY

ALGONQUIN PROCUREMENT OFFICE CLERK

Duration: Annual Contract with the availability of government funding
Place of work: AANTC Tribal Council Office Kitigan Zibi (Maniwaki, Quebec)
Start date: January 30, 2024
Salary: \$23.00 Per/hour based on a 35 hours work week

Summary:

Under the direction of the Algonquin Procurement Coordinator, and in accordance with the policies, orientations and priorities adopted by the Algonquin Anishinabeg Nation Tribal Council, the Algonquin Procurement Clerk will provide effective and efficient secretarial, clerical and administrative support to the Algonquin Procurement Coordinator, Algonquin Business Support Worker and Algonquin Liaison Researcher.

Mandatory Educational Requirements (in order of preference):

- High School Diploma or equivalent
- Secretarial and administration training and/or 2 years' experience in a related field would be an asset

Mandatory Requirements:

- Ability to work with Windows, Microsoft Word, Excel, Power Point and any other related software.
- Ability to communicate orally in English and in French.
- Ability to communicate in Algonquin would be an asset.

Deadline:

All interested individuals must submit a cover letter, resume, names of two recent references and supporting documents no later **than January 8, 2024 at 3:00 p.m. via email at hr@aantc-ctnaa.ca**.

- Preference may be given to an Aboriginal candidate.

Algonquin Anishinabeg Nation Tribal Council
Attention: Human Resources
81, Kichi Mikan, Maniwaki (Québec) J9E 3C3
Tel: 819-449-1225, Fax: 819-449-8064

Please submit all required documentation since incomplete applications will not be considered.



Job Posting

COMPUTER SUPPORT TECHNICIAN

Kahnawake

The **Computer Support Technician's** mandate is to provide technical assistance to users of computer systems, software, programs and peripherals. To this end, the incumbent supports users, provides them with the required training and ensures the proper operation of technological equipment. They also install, configure and update software, programs and peripherals. During their mandate, they work closely with other team members to keep them informed of any difficulties encountered by users.

- Do you want to work for an organization whose mission is the personal and professional development of First Nations?
- Are you known for your excellent client service and interpersonal skills?
- Are you proficient with IT equipment and Microsoft 365?
- Are you organized, versatile, resourceful and able to work well under pressure?
- Do you have excellent oral and written communication skills in both French and English?
- You may not have a lot of experience, but you have a diploma of college studies in computer science or another relevant field?

If so, come and discover our engaging organizational culture! Do not miss this opportunity and send your résumé by **January 8, 2024**, to: rh@cdrhpnq.qc.ca.

Salary conditions:	According to salary scale, 35-hour week
Mandate duration:	1 year (with the possibility of renewal)
Workplace:	In person (with frequent travel)

*With equal qualifications, priority will be given to First Nations.
For more information, please contact the Human Resources Department at rh@cdrhpnq.qc.ca.*

The First Nations Human Resources Development Commission of Quebec (FNHRDCQ) plays a leading role in the personal and professional success of the Indigenous workforce in Quebec. We are the experts in First Nations employability, and we accomplish our mission through a vast network of 31 Employment and Training Service Centres (ETSCs) across Quebec.



FIRST NATIONS AND INUIT
REGIONAL FORUM
Outaouais

Working together to succeed!

Kahnawake, November 2, 2023

Invitation to the First Nations and Inuit Regional Forum, Outaouais

Dear Madam/Sir:

The First Nations Human Resources Development Commission of Quebec is pleased to invite you to the third edition of its First Nations and Inuit Regional Forum, under the theme "Working together to succeed." The event will be held on **March 13 and 14, 2024**, at the Chaudière ABC room of the Château Cartier Hotel and Resort in Gatineau.

This inclusive event will allow participants to establish relationships, promote First Nations' achievements, and foster Indigenous employability.

The forum will cover various topics related to FNI training and employability. Through testimonies and presentations, you will learn more about the economic portrait and the role of companies in hiring and developing the Indigenous workforce.

You will also learn about employability programs and tools available in the region. Finally, a consultation session will close the event.



Commission de développement
des ressources humaines des
Premières Nations du Québec

First Nations Human
Resources Development
Commission of Quebec

FORUM

FIRST NATIONS AND INUIT REGIONAL FORUM Outaouais

Working together to succeed!

Join us for an employment-focused event highlighting job opportunities, cultures, discussions, and collaborations of the First Nations and Inuit communities in the Outaouais region.

More details coming soon. Don't miss this unique opportunity for networking, sharing, and job-related discovery!

Limited spots

Includes : Round-trip
Charter Transportation

1 Hotel Room for 2
nights*

Breakfast, lunch and
dinner during the stay

*Security deposit is at
your expense.

Registration

Deadline: January 12, 2024



Commission de développement
des ressources humaines des
Premières Nations du Québec

First Nations Human
Resources Development
Commission of Quebec

March 12, 2024

12 : 45 pm
Barriere Lake Departure

3 : 00 pm
Kitigan Zibi Departure

5 : 00 pm
Participants Arrival

March 13, 2024

8 : 30 am - 4 : 00 pm
Forum

March 14, 2024

8 : 30 am - 12 : 30 pm
Forum

13 : 30 pm
Participants Departure

4 : 00 pm
Kitigan Zibi Departure

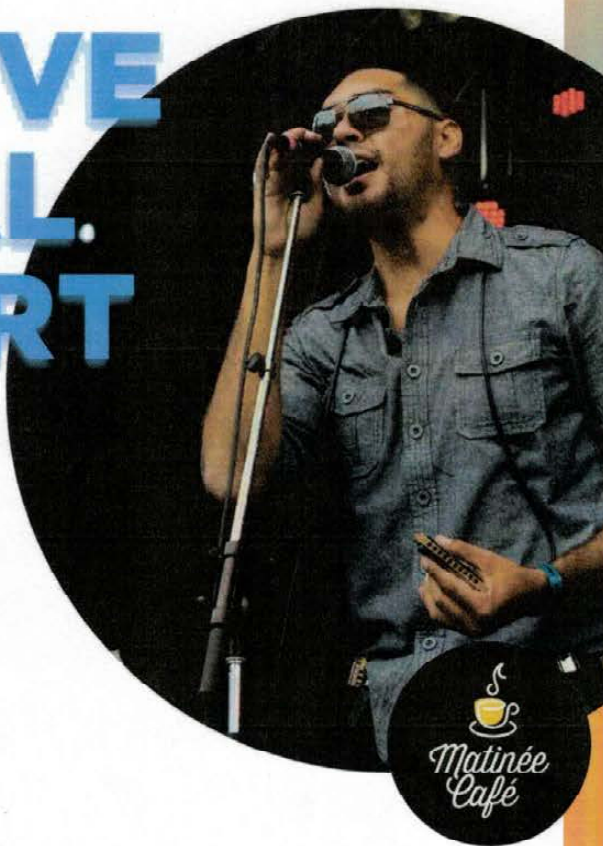
5 : 30 pm
Barriere Lake Arrival

MATINÉE CAFÉ:


Lyle Odjick Band and
The Northern Steam


FREE LIVE VIRTUAL CONCERT

Join us at the Kitigan
Zibi Cultural Centre
to watch Lyle Odjick's
live concert streamed
from the Shenkman
Arts Centre in Ottawa.



 **Where:** Kitigan Zibi Cultural Centre

 **When:** Wednesday, December 20, 2023

 **Time:** 2:00 pm - 3:00 pm

*Organized by the Shenkman Arts Centre in partnership
with MASC and the Kitigan Zibi Anishinabeg
Pimadjiwowinogamig*

Free access to KZ community members.

[REGISTER HERE](#)





JOB OPPORTUNITY 1st Posting

December 14, 2023

POSITION: In-Home Care Personal Support Worker (2 positions)

LOCATION: As designated by KZHSS

WORK SCHEDULE: 35 hours a week.

TERM: Indeterminate. 6-month probationary period and can be extended to one year less a day if required.

SALARY: \$26.63 per hour less mandatory employment related costs

SUMMARY:

The In-Home Care Personal Support Worker provides home management and personal care assistance to enable eligible community members of all ages with disabilities, chronic or acute illnesses and the elderly to maintain independent living and self-sufficiency within their own home.

Forward your Application to:

If you are interested in applying for this position and are able to demonstrate that you meet the basic requirements, please present the following: cover letter, updated resume, proof of education/training, copy of your driver's license, and 3 references to the attention of **Dawn Cayer – Executive Assistant. Kitigan Zibi Health Centre. 8 Kikinamage Mikan, Maniwaki, Quebec J9E 3B4** or email at Dawn.cayer@kza.qc.ca The deadline is **January 10, 2024 at 4:00pm (EST). Please ensure that you receive written confirmation that your application was received on time.**

For further information regarding this position call the Director Celine Brazeau at 819-449-5593

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 and references including Social Networking sites. To ensure fairness, all applications will be assessed without conflict of interest.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

In-Home Care Personal Support Worker Job Description

GENERAL INFORMATION

Job Title : In-Home Care Personal Support Worker

Sector : KZHSS

Location : Kitigan Zibi Community

Terms : Indeterminate

Hours : 35 hours per week

Salary : \$26.63

Immediate Supervisor : In Home Care Coordinator

Date of Job Description : December 14, 2023

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 In-Home Care Personal Support Worker provides home management and personal care assistance to enable eligible community members of all ages with disabilities, chronic or acute illnesses and the elderly to maintain independent living and self-sufficiency within their own home.

KEY DUTIES

- Accompanies client for errands: pay bills and does banking, buys groceries at the supermarket and/or essential items at the pharmacy.
- Plans, prepares and cooks meals for the client; prepares purees or special foods for clients with specific dietary needs to ensure sufficient fluid intake, and assists with feeding or full feed if necessary.
- Ensures personal care needs are met through hygiene care and grooming; assists with bathing, hair washing and toileting, and skincare/cream application; performs or assists with oral health care, foot and nail care (if the client is not a diabetic); assists with incontinence products.
- Promotes and ensures safe and effective use of all medical aids such as mobility aids (e.g. walkers, wheelchairs), personal aids (e.g. glasses, hearing aids) and security health systems (e.g. lifeline, medic alert); observes, assesses, and remedies any health/safety hazards within the home.
- Provides emotional support and socialization; addresses any concerns of the client regarding loneliness, isolation and ways to improve emotional health; observes and reports any significant changes in client's demeanor or behaviour.

- May engage in appropriate and authorized physical activities (e.g. outdoor walk; range of motion exercises, gentle muscle exercises) and assistance with physiotherapy.
- May provide assistance to the family in caring for a terminally ill client within their home.
- Attends weekly meetings, training and education sessions as mandated by the supervisor.
- Completes, documents, and submits Service Reports outlining the condition of the client and their home.
- Submits accurate account of hours worked according to allocated time (e.g. arrival/departure at/from client's house at agreed upon specified time); reports all discrepancies or concerns to the supervisor.

KNOWLEDGE AND SKILLS

- Knowledge and ability to provide personal care to geriatric clients.
- Theories, principles, and practice of safe and proper food handling and Workplace Hazard Information Management Systems (WHIMS);
- Ability to be honest, non-judgemental, non-intrusive and to work as a team;
- Effective interpersonal communications skills with the ability to build rapport with others;
- Knowledge of all relevant KZA/KZHSS policies; KZA Code of Ethics, KZHSS Code of Professional Ethics, KZHSS Policies and Procedures Manual, KZA Human Resources Manual and Privacy Laws.

CONTACTS

- Briefs Supervisor of issues/concerns;
- Maintains positive relationships with clients and their families, co-workers and community members.

MANAGERIAL/SUPERVISORY

Human Resources:	▪ Not applicable in this position
Financial Resources:	▪ Not applicable in this position
Material Resources:	▪ Not applicable in this position

ENVIRONMENTAL FACTORS

Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ Grasps, bends, lifts, carries, moves and pushes objects using proper techniques; ▪ Mental alertness to changing and challenging situations; ▪ Strong interpersonal mental health; ▪ May be required to intervene in precarious situations.
Working Conditions:	<ul style="list-style-type: none"> ▪ Working within client homes; ▪ Required to attend professional workshops, staff meetings, workplace safety training within KZA; ▪ Required to transport clients to obtain/access local goods/services (e.g. supermarket, bank, pharmacy)

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none"> ▪ Certified Personal Support Worker (PSW) or Health Care Aide Certificate or Courses in Nursing Studies
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> ▪ Knowledge and awareness and Algonquin culture and communities. ▪
Abilities:	<ul style="list-style-type: none"> ▪ Monitoring and reporting skills; ▪ Ability to communicate orally and in writing in English; ▪ Ability to follow instructions as directed.
Personal Suitability:	<ul style="list-style-type: none"> ▪ Discretion and diplomacy; ▪ Reliability; ▪ Mental calibre to withstand or support emotionally charged or potentially unpleasant and/or disturbing situations; ▪ Ability to organize own workload and work independently without close supervision.
Certification/Licenses to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ 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. ▪ 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; ▪ Must provide medical certificate of good health if considered for the position; ▪ Valid First Aid and CPR Training Certification or ability to undergo training within 3 months of being hired; ▪ Must follow all safety precautions and protocols .
Assets:	<ul style="list-style-type: none"> ▪ Ability to communicate in Algonquin.



JOB OPPORTUNITY 1st Posting

December 14, 2023

POSITION: Kiweda Personal Support Worker

LOCATION: Kiweda Group
16 Kikinamage Mikan, Maniwaki Quebec

WORK SCHEDULE: 40 hours a week. The incumbent will be expected to work outside of normal work hours on a varied schedule

TERM: Indeterminate. 6-month probationary period and can be extended to one year less a day if required.

SALARY: \$26.63 per hour less mandatory employment related costs

SUMMARY:

The Kiweda Personal Support Worker (PSW) provides quality resident-focused personal care to Kiweda Group Home Residents.

Forward your Application to:

If you are interested in applying for this position and are able to demonstrate that you meet the basic requirements, please present the following: cover letter, updated resume, proof of education/training, copy of your driver's license, and 3 references to the attention of **Dawn Cayer – Executive Assistant. Kitigan Zibi Health Centre. 8 Kikinamage Mikan, Maniwaki, Quebec J9E 3B4 or email at Dawn.cayer@kza.qc.ca** The deadline is **January 10, 2024, at 4:00pm (EST). Please ensure that you receive written confirmation that your application was received on time.**

For further information regarding this position call the Director Celine Brazeau at 819-449-5593

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 and references including Social Networking sites. To ensure fairness, all applications will be assessed without conflict of interest.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

Kiweda-Personal Support Worker Job Description

GENERAL INFORMATION

Job Title : Kiweda-Personal Support Worker (PSW)
Category : Support Staff
Sector : Kitigan Zibi Health & Social Services
Location : Kiweda Group Home
16 Kikinamange Mikan, Maniwaki Quebec
Terms : Indeterminate
Hours : 40 hours per week varied schedule
Salary : \$26.63 per hour
in accordance with the *KZA Human Resource Policy*
Immediate Supervisor : Kiweda Supervisor
Date of Job Description : December 2023

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 Kiweda-Personal Support Worker (PSW) provides quality resident-focused personal care to Kiweda Group Home Residents.

KEY DUTIES

- Assists residents with activities of daily living (ADL) according to their individualized care plans (e.g. bathing, dressing); ensures personal care of resident's physical, emotional, psychological and social needs;
- Complies with medical instructions from medical professionals (e.g. vital signs monitoring, medication management); promptly reports changes in resident's health status to the supervisor; completes resident documentation; assists residents to prepare for medical tests/appointments and ensures logistics are arranged (e.g. transportation, escort);
- Actively listens and responds to client/residents and family requests/concerns within the scope of PSW services; advocates for resident rights/concerns;
- Ensures housekeeping tasks are done in a safe and timely manner (e.g. cleaning of resident's rooms and common areas, laundry); supports group home staff members, occasional support with meal preparation and meal service.

KNOWLEDGE AND SKILLS	
	<ul style="list-style-type: none"> ▪ Theories, principles, and practices of the provision of geriatric personal care and hygiene; ▪ Effective medication management techniques while assisting and/or administering medications (e.g. the 5 R's), ensuring the safe delivery, storage, distribution, disposal, record-keeping, or proper and prompt reporting of errors/discrepancies; ▪ Falls Prevention strategies; ▪ Communication skills when dealing with clients and their families, when learning delegated duties, and when interacting with the staff. ▪ Ability to be honest, non-judgmental, and non-intrusive, and to work as a team. ▪ Knowledge of KZA/KZHSS policies, including KZHSS Policies and Procedures Manual, KZA Human Resources Manual, and KZA Code of Ethics, KZHSS Professional Code of Ethics and Privacy Laws.

CONTACTS	
	<ul style="list-style-type: none"> ▪ Briefs Supervisor and of issues/concerns; ▪ Updates proceeding shift worker regarding pertinent client information; ▪ Maintains positive relationships with residents/clients and their families, co-workers and community members.

MANAGERIAL/SUPERVISORY	
Human Resources:	▪ Not applicable in this position.
Financial Resources:	▪ Not applicable in this position.
Material Resources:	▪ Not applicable in this position.

ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ Manages medium level stress and multi-tasks daily; ▪ Uses proper techniques to carry or lift heavy objects; ▪ Mental alertness to changing and challenging situations; ▪ Strong interpersonal mental health;
Working Conditions:	<ul style="list-style-type: none"> ▪ Works within a group-home type setting; ▪ Required to work flexible hours/shift work; ▪ Required to attend professional workshops, staff meetings, workplace safety training within KZA and may be required to travel outside of the community.

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none"> ▪ Certificate in the area of Health Care Aide or Personal Support Worker; OR ▪ Nursing Student with one year completed;
INCUMBENT COMPETENCIES	
Knowledge:	▪ Knowledge and awareness and Algonquin culture and communities.
Abilities:	<ul style="list-style-type: none"> ▪ Monitoring and reporting skills. ▪ Ability to communicate orally and in writing in English; ▪ Ability to work with seniors;

	<ul style="list-style-type: none"> ▪ Ability to work independently without close supervision, able to organize own workload;
Personal Suitability:	<ul style="list-style-type: none"> ▪ Discretion and diplomacy; ▪ Reliability; ▪ Ability to maintain healthy professionalism and respect for staff, colleagues and clients; ▪ Ability to establish and maintain effective working relations with multiple stakeholders.
Certification/Licenses to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ 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; ▪ Must provide medical certificate of good health if considered for the position; ▪ Valid First Aid and CPR Training Certification, Workplace Hazard Information Management Systems (WHIMS), and Principles for Moving Clients Safely or ability to undergo training within 3 months of being hired; ▪ Must follow all safety precautions and protocols .
Assets:	<ul style="list-style-type: none"> ▪ Ability to communicate in Algonquin. ▪ Ability to communicate in French.



JOB OPPORTUNITY 2nd Posting

December 14, 2023

POSITION: (3) In-Home Care Worker
LOCATION: As designated by KZHSS
WORK SCHEDULE: 35 hours a week.
ANTICIPATED TERM: January 8, 2024 to July 6, 2024 (Term Contract)
SALARY: \$21.30 an hour less mandatory employment related costs

SUMMARY:

The Home and Community Care (HCC) Worker provides home cleaning assistance to assist eligible community members of all ages with disabilities, chronic or acute illnesses and the elderly to maintain independent living and self-sufficiency within their own home.

Forward your Application to:

If you are interested in applying for the position, please forward your:

- a) cover letter and current resume
- b) copies of education/diploma/training/transcripts
- c) any other documentation and information that will support that you meet the qualifications and competencies required (please review the job description)
- d) list of three references with contact information
- e) copy of driver's license and vehicle registration

to Janet Brascoupe at the Band Office. 1 Paganakomin Mikan, Maniwaki, Quebec by December 21, 2023, at 4:00pm. (EST)

Contact information:

Email: janet.brascoupe@kza.qc.ca

Phone: 819-449-5170

Fax: 819-449-5673

Preference will be given to Kitigan Zibi Anishinabeg Band members in accordance with the Kitigan Zibi Anishinabeg's Preferential Hiring Policy. It is the responsibility of the applicant to ensure that a complete application is submitted by the deadline. There will be no interviews. Candidates will be screened based on a check list of all requirements, information contained in their resume, support documentation and three references. Validation may be made of your credentials and references including Social Networking sites. To ensure fairness, all applications will be assessed without conflict of interest.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

Home and Community Care Worker Job Description

GENERAL INFORMATION

Job Title : Home and Community Care Worker

Sector : KZHSS

Term : Term Contract 26 weeks

Hours : 35 hours 8am-4pm

Salary : Hourly Rate in accordance with KZA Human Resource Policy

Immediate Supervisor : Home Care Coordinator

Date of Job Description : December 2023

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 Home and Community Care (HCC) Worker provides home cleaning assistance to assist eligible community members of all ages with disabilities, chronic or acute illnesses and the elderly to maintain independent living and self-sufficiency within their own home.

KEY DUTIES

- House cleaning and maintenance: tidies, dusts, cleans, and disinfects surface areas within living areas (i.e. bedroom, bathroom, kitchen, living room, stairways), mops/vacuums floors, washes dishes, does laundry, clean furniture/floors, ensures entrance ways, hallways and stairways are free of obstructions and clutter;
- Attends weekly meetings, training, as mandated by the immediate supervisor
- Completes, documents and submits weekly Service Reports; reports all discrepancies or concerns to the supervisor.

KNOWLEDGE AND SKILLS

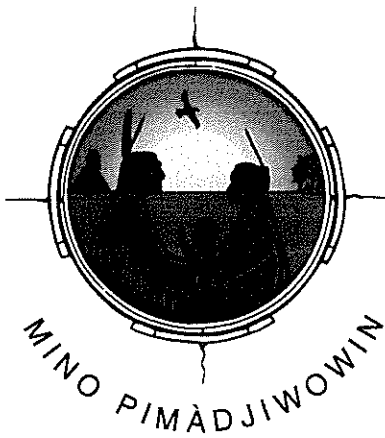
- Hazard Information Management Systems (WHIMS);
- Ability to be honest, non-judgmental, non-intrusive and to work as a team;
- Effective interpersonal communications skills with the ability to build rapport with others;
- Knowledge of all relevant KZA/KZHSS policies: KZA Code of Ethics, KZHSS Code of Professional Ethics, KZHSS Policies and Procedures Manual, KZA Human Resources Manual and Privacy Laws.

MANAGERIAL/SUPERVISORY

Human Resources:	<ul style="list-style-type: none"> • Not applicable in this position
Financial Resources:	<ul style="list-style-type: none"> • Not applicable in this position
Material Resources:	<ul style="list-style-type: none"> • Not applicable in this position

ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	<ul style="list-style-type: none"> • Grasps, bends, lifts, carries, moves and pushes objects using proper techniques; • Mental alertness to changing and challenging situations; • Strong interpersonal mental health; • May be required to intervene in precarious situations.
Working Conditions:	<ul style="list-style-type: none"> • Working within client homes; • Required to attend professional workshops, staff meetings, workplace safety training within KZA;

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none"> • High school diploma (DEP/DVS/DES) or a minimum of two consecutive years of experience.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> ▪ Knowledge and awareness and Algonquin culture and communities.
Abilities:	<ul style="list-style-type: none"> ▪ Monitoring and reporting skills; ▪ Ability to communicate orally and in writing in English; ▪ Ability to follow instructions as directed.
Personal Suitability:	<ul style="list-style-type: none"> ▪ Discretion and diplomacy; ▪ Reliability; ▪ Mental calibre to withstand or support emotionally-charged or potentially unpleasant and/or disturbing situations; ▪ Ability to organize own workload and work independently without close supervision.
Certification/Licenses to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ Valid driver's license for the duration of employment; ▪ 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; ▪ Must provide medical certificate of good health if considered for the position; ▪ Valid First Aid and CPR Training Certification or ability to undergo training within 3 months of being hired when possible; ▪ Must follow all safety precautions and protocols .
Assets:	<ul style="list-style-type: none"> ▪ Ability to communicate in Algonquin.



Kitigan Zibi Health and Social Services

Box 160, 8 Kikinamage Mikan
Maniwaki (Quebec)
J9E 3B4

TEL.: (819) 449-5593/4
TEL.: (819) 449-3803
FAX: (819) 449-7411

Kwey

I would like to take this opportunity to wish you all a healthy and safe holiday season. I have been given the privilege of working with our community after many years of helping our urban population and other community members always in the home care field, and as a patient navigator at the Maniwaki hospital. It is an honour for me Monique Chabot to be part of the Home Care program as the coordinator. As the home care team strives to provide services of excellence with dignity and respect, we sincerely believe in our mission and wish to say megwetch for allowing us to do our best as we will continue to provide quality services as a team.

From all of us we wish you peace and good health.

The home care team.

Megwetch

Monique Chabot





Kwey kakina!

My name is Francesca Brazeau (a.k.a Fran), you may know me from the Maniwaki Hospital while I was the Indigenous Patient Navigator for the Maniwaki Native Friendship Centre. I am also the daughter of Patricia Brazeau, granddaughter of Connie Brazeau and mother to Elyana Brazeau Dumont. I have been recently hired as a NNADAP Substance Abuse Counsellor for Kitigan Zibi Health and Social Services.

Above all, I am excited to stand alongside our people and contribute to our community's health and wellness. Promoting wellbeing without the use of substances is one of the main objectives, and I'm humbled of this opportunity. It also makes me extremely proud to be part of such an amazing team.

In 2020, I finished my Social Work Technician program at the College La Cité. My studies consisted of assessing needs of individuals facing interpersonal, social, cultural and personal difficulties in a respectful and empathetic manner. My education, along with my personal and professional experiences, will guide me as I assist those in our community who are struggling with addiction. One of the most important things I've come to understand over the years is how resilient we are as individuals, and I intend to concentrate on this in order to support our people on a community level.

One of my goals is to organize activities that encourage abstinence from drugs and alcohol while inviting community people to take part as either supporters or those in need of support. Please don't hesitate to get in touch with me if you have any ideas for activities relating to prevention or aftercare.

KICHI MIGWETCH!

Francesca Brazeau - 819-449-5593 ext.2017 - francesca.brazeau@kza.qc.ca

Medical Transportation - Holiday Season

December 22nd, 2023 – January 8th, 2024

If you have an appointment during the holiday season (**December 22 – January 8**) and need medical transportation services, we advise you to call the Health Centre to schedule as soon as possible.

Deadline to call in is December 22, 2023 by 11:00am.

Our local medical transportation will still be available for local trips. Out of town transportation will be limited to pre-scheduled appointments OR emergency appointments.

Please call 819-449-8478 for long distant emergency transportation ONLY, during the above dates.

Wishing you all safe & happy holiday season!

Candice & Jennilee

For more information on our services, please visit our website at www.healthcentres.ca or call us at 819-449-8478. We are here to help you with all your medical transportation needs.

CHRISTMAS PARADE

Saturday 16,2023

Everyone is invited to join in on the parade with their decorative vehicles.

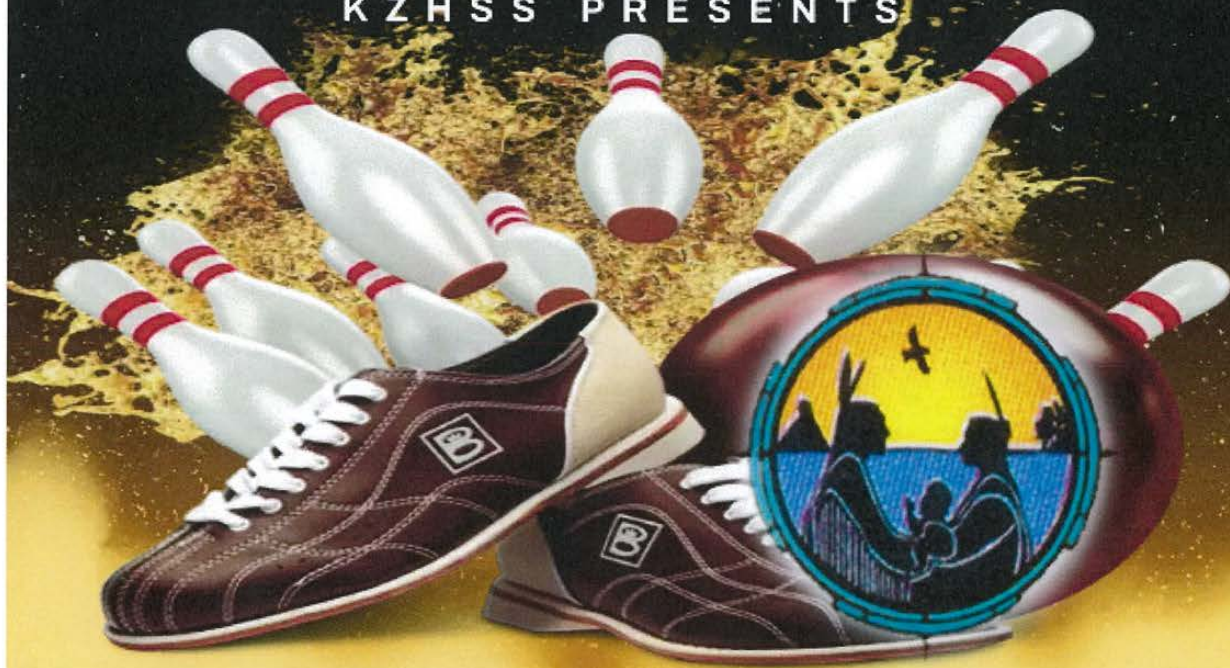
Starting from the Health Centre at around 10 a.m. ish.

Pakinawatik is the first turn around, then Bitobi landing, Makwa followed by Kichi Mikan.

The elves will be delivering to the roads the parade is not going by. Feel free if you live passed the turn arounds to come meet the parade and grab your kids gifts. Follow on Ode's facebook page to see where the parade is landed.

Natasha Mitchel

KZHSS PRESENTS



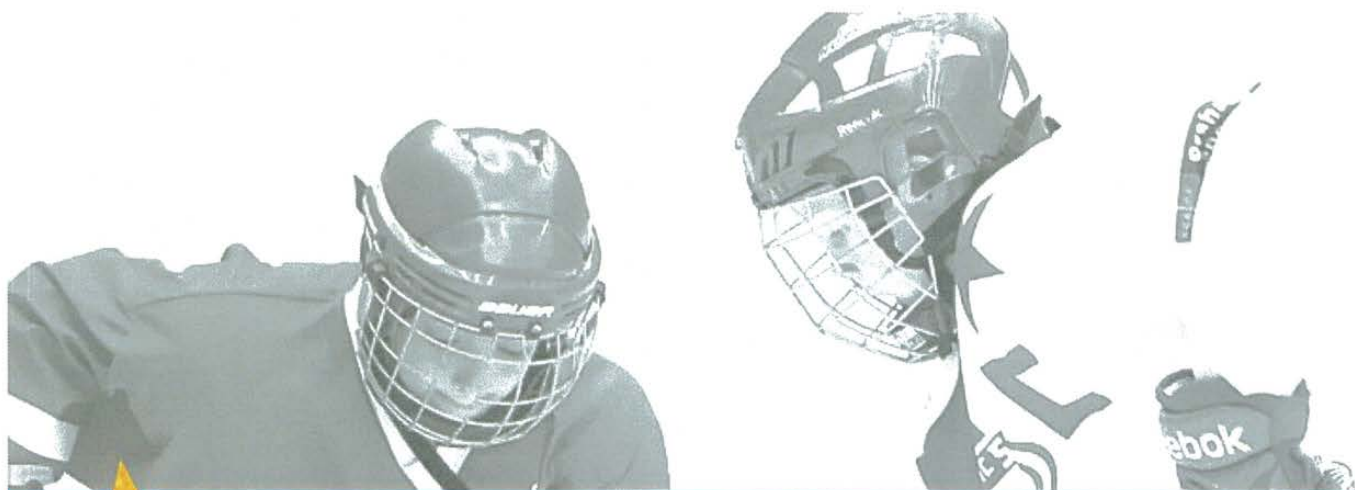
FAMILY BOWLING NIGHTS

**MUST CALL KZHSS TO REGISTER YOU
AND YOUR GROUP AT 819-449-5593.**

DECEMBER 19th, 2023

**THIS IS NOT A DROP OFF ACTIVITY | DOORS OPEN AT 5PM |
GAMES PAYED FOR UNTIL 7PM | FREE DRINK AND CHIP OR
CHOCOLATE | SHOES PROVIDED**

white with Fosterwall.com



KZ SCHOOL GYM

Floor Hockey

ages 12 and up

***Fridays right after school -
5pm***

**EQUIPMENT PROVIDED - JUST SHOW UP!
(INDOOR SHOES REQUIRED)**



MORE INFO: **Contact KZHSS -
(819)-449-5593**

SPEAK TO D'ARCY

KZHS PRESENTS

DECEMBER 22, 2023
STARTING AT 5:00 PM



WINTER SOLSTICE
COMMUNITY FEAST
FOLLOWED BY FAMILY
FEUD FROM 6:00- 8:00PM
&
COMMUNITY DANCE



COME JOIN US FOR AN
EVENING OF FUN

THIS IS A DRUG/ CANNABIS AND ALCOHOL FREE ACTIVITY

JOIN US TO
CELEBRATE

Ricky and Sheila's

New Year's Eve
WEDDING PARTY

SIX PM

31

DECEMBER

SUNDAY

* AT THE COMMUNITY HALL *
LIVE MUSIC WITH LYLE ODJICK AND
THE NOTHERN STEAM
* BAR & FOOD *

PARTY IS OPEN TO EVERYONE

DRESS TO IMPRESS
AT 9 PM - 18+



**TOGETHER WITH THEIR FAMILIES
KITIGAN ZIBI POLICE DEPARTMENT**

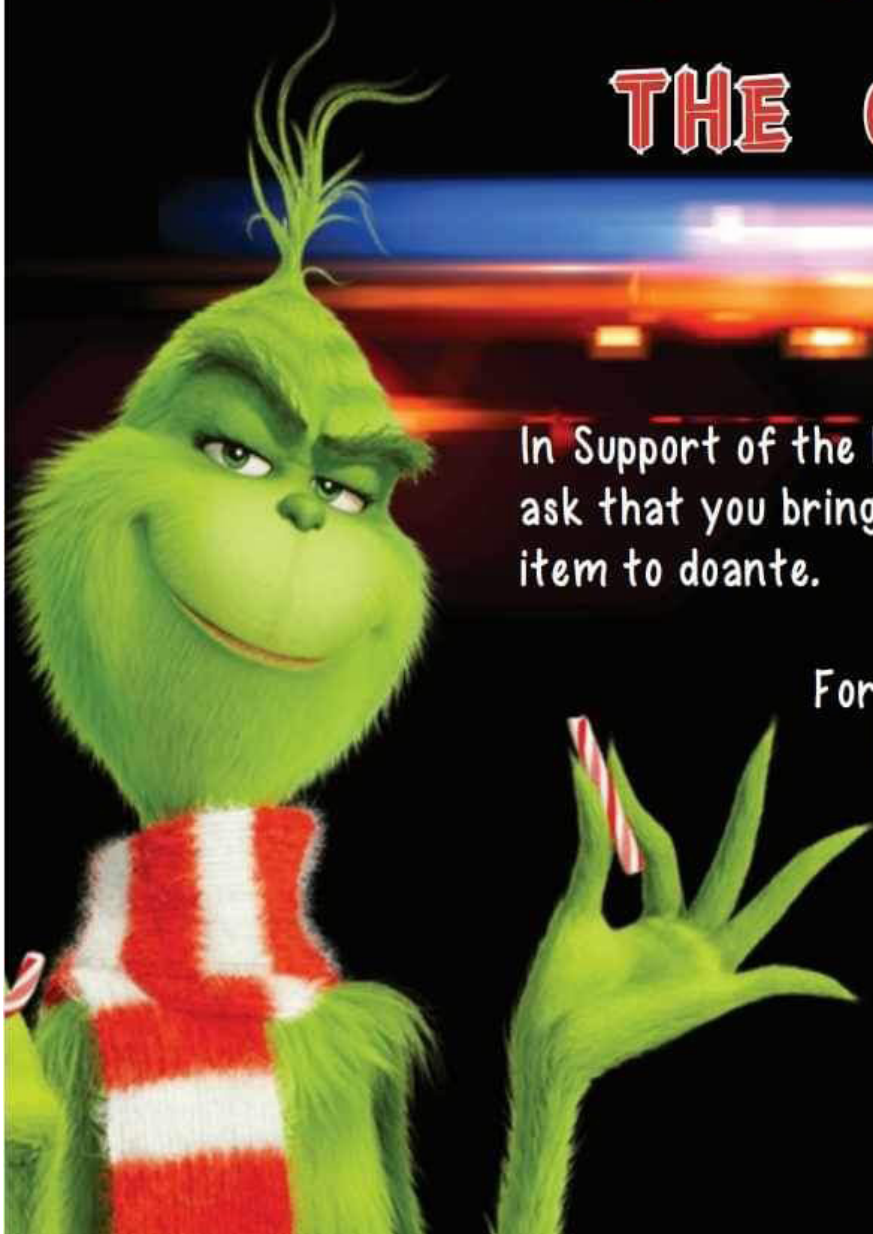
Invite You

DECEMBER 23, 2023

9 am - 11 am

COMMUNITY HALL

**PANCAKES WITH
THE GRINCH**



In Support of the Maniwaki Food Bank we ask that you bring a non perisibale food item to doante.

For more information contact:
Constable Lisa Commonda
819-449-6078





Presents

SUPER MONSTER BINGO

THURSDAY Dec 21st 2023 at 7:00 PM

Last bingo of the year!!

\$7150 in prizes!

Cost: **\$30** for a 5 strip pad (15 Faces)

\$2 for extra Jackpot Cards (1 Strip 3 Faces)

Outlets to purchase cards:

KZ Freshmart

Wabano's Gas

KZ Gaz

Star Tobacco

Smileys

CKWE

Hawks Trading Post

Spearhead Store

Arthur's Smoke Shop

(Cards are available for purchase
starting Friday evenings. KZ
Freshmart will only sell cards the
day of the Bingo)

Game 1 – Regular Bingo \$200

Game 2 – Regular Bingo \$200

Game 3 – Regular Bingo \$200

Game 4 – Regular Bingo \$200

Game 5 – Regular Bingo \$200

Game 6 – Regular Bingo \$200

Game 7 – Regular Bingo \$200

Jackpot Game – Letter X \$750

Continuing for

Full Card \$5000

Outlets to purchase cards:

KZ Freshmart

Wabano's Gas

KZ Gaz

Star Tobacco

Smileys

CKWE

Hawks Trading Post

Spearhead Store

Arthur's Smoke Shop

(Cards are available for purchase
starting Friday evenings. KZ
Freshmart will only sell cards the
day of the Bingo)

The inside or outside corners **WILL COUNT** for a Regular Bingo

For more information, contact CKWE at 819-449-5097

REMINDER

TAXES for 2023

Dear Band Members:

This is to remind you that if you are eligible for the monthly Solidarity Tax Credit from Quebec to keep your **December 2023 hydro bill** for tax time. This only applies if you don't receive an RL-31 slip from your landlord.

Meegwetch



Frank Meness

172 Kichi Mikan
Maniwaki, QC
J9E 3B1

819-449-4959-Home
819-306-1059-Work
819-930-3959-Cell
fmeness@gmail.com



To: Kitigan Zibi Community

From: **Algonquin Group**

The Algonquin Group will be hosting its annual Christmas and New Years drop in.

24th Noon to Midnight at the Community Hall

25th Noon to Midnight at the Community Hall

31st Noon to Midnight at the Cultural Center

Come for the food. Come for the activities.

Whatever reason you have, just come! All are welcome to join.

Note: Food donations are always welcome. Please drop off at the hall.

Contact: Web 819-334-3843

FOR YOUR INFORMATION, A LIST OF ALCOHOLIC ANONYMOUS MEETINGS IN OUR REGION.

DIMANCHE / SUNDAY

Rivière-Rouge

19h30 / 7:30pm

RETOUR À LA VIE

259, rue l'Annonciation Sud
Salle Félix-Gabriel-Marchand

DIMANCHE / SUNDAY

Grand-Remous

20h00 / 8:00pm

HORIZON

1508, route 117
Salle Jean-Guy Prévost

LUNDI / MONDAY

Mont-Laurier

20h00 / 8:00pm

LUNDI D'ESPOIR

654, rue de la Madone
Édifice St-Vincent-de-Paul

MERCREDI / WEDNESDAY

Mont-Laurier

20h00 / 8:00pm

À CŒUR OUVERT

654, rue de la Madone
Édifice St-Vincent-de-Paul

MERCREDI / WEDNESDAY

Kitigan Zibi (Maniwaki)

20h00 / 8:00pm

LA DÉSERT

**311, rue Fafard
(Salle Indienne)**

JEUDI / THURSDAY

Maniwaki

19h30 / 7:30pm

LUEUR D'ESPOIR

149, rue Principale Nord
(CLSC)

JEUDI / THURSDAY

Ferme-Neuve

19h30 / 7:30pm

LA LIÈVRE

145, 13^e rue
(Entrée à l'arrière)

VENDREDI / FRIDAY

Nomingue

20h00 / 8:00pm

L'ÉVEIL

(Ouvert le dernier vendredi)
2110, ch. Tour-du-Lac
Hôtel de Ville (Sous-sol)

VENDREDI / FRIDAY

N.D.-Du-Laus

20h00 / 8:00pm

ACCEPTATION

64, rue Principale
(Salle Communautaire)

SAMEDI / SATURDAY

Mont-Laurier

20h00 / 8:00pm

SAMEDI DE VIVRE

ZOOM ID 88081868551
Mot de passe : samedi9020
Tél. : 1 (438) 809-7799

SAMEDI / SATURDAY

Lac-Saguay

20h00 / 8:00pm

UN JOUR À LA FOIS

8A, ch. de l'Église
Église (Sous-sol)

BESOIN D'AIDE?

NEED HELP?

819-623-6677

1-888-523-5422

Holy Rosary
NEXT MASS
DECEMBER 17
11:00 AM



MASS FOR: Maurice Tenascon: From family & friends.

Raymond Whiteduck: From family & friends.

Ken Brazeau: From Roselyn.

Lise Labelle: From family & friends.

Lise Turpin: From family & friends.