

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

September 17, 2025

Dear Band Members,

Our next KZA General Band Meeting will be held at the KZA Community Hall on Saturday, September 27th, 2025, from 9:30am-Noon.

Beans, Bannock, healthy snacks along with coffee and refreshments will be available for attendees.

Chief Jean Guy Whiteduck Kitigan Zibi Anishinabeg

& Citedur



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CALL FOR HOUSING APPLICATIONS

September 18, 2025

Kwey Kakina:

Kitigan Zibi Anishinabeg Council has opened the call for housing applications for this year 2025-2026. Homes must be constructed within a one-year timeframe. The deadline for all documents and the 3% down payment must be submitted two weeks prior to the selection date – see next page.

To be eligible to participate in the new home construction selection, at the time of application, the candidate must:

- 1. Be a duly registered member of the Kitigan Zibi Anishinabeg band
- 2. Have not previously received a housing subsidy
- 3. Be 21 years of age or older
- 4. Meet the necessary financial requirements for a revolving loan, which cannot exceed 30% of their annual income
- 5. Be in good financial standing with KZA
 - 5.1. Community members with existing loans who have a proven track record for making regularly scheduled payments are eligible to have their name entered in the *selection*.
 - 5.2. Individuals with outstanding debts owed to KZA and who have stopped meeting their financial obligations will not be considered eligible.

In addition, at the time of the application, the candidate must:

- Provide proof of landownership or be willing to purchase a lot provided by KZA. Must also provide environmental assessment reports confirming building lot can accommodate the construction of the proposed project.
- Meet with the Construction Department to have their eligibility assessed. This assessment provides guidelines to begin their process. This process would assess the square footage of the house that the applicant can financially afford, so that the applicant can purchase their house plans with confidence.



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 Have necessary funding required to complete the house, to be deposited with the KZA Finance Department before construction begins.

Ineligible:

- Any member who has previously received a housing subsidy
- A housing applicant who is legally married to a partner who previously received a KZA housing subsidy will not be considered for the selection. Applicants must show legal proof of separation/divorce in order to be eligible to enter the housing selection
- A housing applicant with outstanding accounts receivable with KZA is ineligible

Please refer to the <u>KZA On-Reserve Residential Home Construction Policy 2024</u> for complete details of building a house. Also, you may contact Andrew Commanda, Construction Supervisor/Repairs Officer at 819-449-5170.

The special general/community band meeting will be held at the Community Hall on:

November 1, 2025

Time: 12:00 p.m. to 2:00 p.m.

The deadline for submitting your housing application and 3% down payment to the KZA Construction Department is:

October 16, 2025, 4:00 p.m.

The housing selection date is November 4, 2025.

Sincerely,

Christine Stevens
Community Services Director

And Construction Department



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FINAL NOTICE

NOTICE of PAYMENT EXTENSION

WATER AND SEWER INSURANCE

Payments are being accepted for the years 2025-2026
Water and Sewer Insurance, due on or before September 19, 2025.
No exceptions beyond this date.

The coverage period is from September 1, 2025, to August 31, 2026.

This insurance covers well installations and aqueduct line and covers all plumbing components and piping from the well or main aqueduct line up to the main shut off valve located in the house. (Common items covered: frozen or busted water pipes, pumps, check valves, cold water pressure tank, wiring for pump and damaged casings).

The septic installations and community sewer systems insurance cover all plumbing components and pipes from the septic tank or main community sewer lines up to the foundation of the house. (Common items covered: frozen, busted or blocked sewer lines, emptying of septic tanks). Septic tanks are emptied every three (3) years. Only those who have paid their insurance annually over the past 3 years will have their tanks emptied in the summer of 2027.

Rates for this year are as follows:

Regular Rates		Senior Rates (65 YEARS AND +)	
Water	\$121.00	Water	\$108.00
Sewer	\$121.00	Sewer	\$108.00
Total	\$242.00	Total	\$216.00

Payment methods can be found on the next page. Payments will only be accepted within the hours listed below.

Monday 1:00 pm to 3:30 pm
Tuesday through Thursday 9:00 am to 3:30 pm
Friday 9:00 am to 12:00 pm



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The following are the different methods available to pay for the Water and Sewer Insurance:

- EMT/Interac e-Transfer : <u>payment@kza.qc.ca</u>
 No password required
- Debit/Visa/Mastercard (in person only)
- Cheque
- Money Order
- Cash

Meegwech for your attention and cooperation.

KZA Community Services





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

The KZA Community Services Sector is in search of a weekend janitor to clean up the community hall occasionally.



If you are interested, please send in your resume and letter of interest to Jenna Dumont at Band Office by <u>September 26, 2025 at 4PM</u>.

Income Security Cheques for October 2025 to be released on Friday September 26th, 2025.

BAND OFFICE
8:30 A.M.TO 12:00 P.M.
Income Security cheques will be release for
1 DAY on September 26, 2025.

Recipients will continue to receive direct bank deposits, {unless you received a letter indicating you must update}

Please note that Income Security cheques (Welfare) require you to be living in KZ not just be from KZ.

If you receive Income Security from KZ and have children enrolled in the KZ school system or go to school in the surrounding area contact us to ensure you receive the clothing allowance for your dependents.

If you need more information, please contact Debra Meness at 819-449-5170 Ext. 1404.



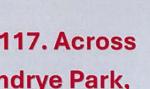
Invitation to KZ Members & other First Nations

Eultural day Feast out at Ricky's cabin

Join Ricky and LWAAC in celebrating the Fall season with family and friends, food, games and more!!!

When: Friday, October 10, 2025





Where: just past km 288 on highway 117. Across the road from Lac Roland in La Verendrye Park, keep an eye out for our KZA sign

Things to bring: your favorite dish, chairs.

Dress for the weather

For further information, feel free to contact the Land, Water and Animals Advisory Committee Coordinator at: 819-449-5170 or at LWAAC.Coordinator@kza.gc.ca



Posting date: September 8, 2025 Application deadline: September 26, 2025

ADMINISTRATIVE OFFICER Job category: Regular full-time position

Working at the First Nations of Quebec and Labrador Economic Development Commission (FNQLEDC) means being part of a dynamic and committed team, in a stimulating and caring work environment!

By joining the FNQLEDC, you will benefit from many advantages, including:

- **A** A competitive salary
- **Å** Friday afternoons off
- ▲ The possibility of a hybrid schedule (teleworking and working at the office in Wendake)
- À A work environment that facilitates work-life balance
- A monthly cell phone plan allowance
- **A** Excellent benefits
- **A** Two weeks of paid vacation starting in the first year, plus two weeks during the holiday season
- And much more!

Salary: The gross annual salary upon hiring is between \$54,341 and \$56,813 depending on the candidate's experience and training.

Workplace: 265, Place Chef Michel Laveau, bureau 200, Wendake (Quebec)

JOB DESCRIPTION

<u>First Nations Identification (ID1N)</u> is a project that was launched by the FNQLEDC in 2021. ID1N is a seal that authenticates First Nations businesses and entrepreneurs. Thanks to the Bear logo, authentic Indigenous products and services can be easily identified. By joining our team, the Administrative Officer will directly contribute to the growth of ID1N, a mobilizing and meaningful project. Under the supervision of the Director of Development and Community Relations, and in collaboration with the ID1N Coordinator, the incumbent will play a central role in following up on membership and member relations and supporting seal deployment activities.

MAIN FUNCTIONS

Member relations

- Validate, correct and complete membership applications.
- Ensure administrative follow-up on files and conduct ad hoc research (missing documents, reminders, confirmations, etc.).
- Provide services to members: provide support, answer questions, offer guidance, and participate in recruitment activities.
- Maintain the ID1N business directory (update profiles, enter data, etc.).

Administrative support

- Manage the main email inbox as well as the project coordinator's email inbox.
- Write and produce correspondence.

- Follow up on meetings and requests received.
- Provide daily support to the ID1N team in its various tasks.
- Perform various administrative tasks: budget monitoring, contract administration, and schedule management for events or travel.
- Plan and coordinate the coordinator's travel.
- Follow up on invoices with the finance team.

ELIGIBILITY REQUIREMENTS

- Diploma of Vocational Studies (DVS) in secretarial studies, Diploma of College Studies in office automation, or any other combination of relevant experience
- Excellent command of French and English, both oral and written
- Very good command of Microsoft Office 365
- Good knowledge of First Nations circles (an asset)
- Valid driver's license and travel availability

REQUIRED SKILLS AND ATTITUDES

- Experience or strong interest in social engagement
- Rigour and organizational skills
- Team spirit and collaboration
- Ability to follow procedures precisely
- Sound judgment, discretion, and respect for confidentiality
- Intellectual flexibility and openness to learning new tools
- Interest in and openness to Indigenous realities (an asset)

Interested candidates are invited to submit their **resume**, along with a **mandatory cover letter** expressing their interest in the position, **no later than noon on September 26, 2025**, to the attention of:

Mr. Steve Laveau, Director of Development and Community Relations

First Nations of Quebec and Labrador Economic Development Commission 265, place Chef Michel Laveau, bureau 200, Wendake (Québec) G0A 4V0

Email: rh@cdepnql.org

Thank you to all those who apply. Only those selected for an interview will be contacted. Where qualifications are equal or equivalent, applications from First Nations people will be prioritized.



Date d'affichage : 8 septembre 2025

Date limite pour postuler : 26 septembre 2025

AGENT.E ADMINISTRATIF.VE Catégorie d'emploi : poste à temps plein régulier

Travailler à la Commission de développement économique des Premières Nations du Québec et du Labrador (CDEPNQL), c'est faire partie d'une équipe dynamique et engagée, dans un environnement de travail stimulant et bienveillant!

En joignant la CDEPNQL, vous bénéficierez de nombreux avantages, dont :

- **A** Un salaire concurrentiel;
- À Des congés les vendredis après-midi;
- La possibilité d'un horaire hybride (télétravail et présence au bureau de Wendake);
- ▲ Un milieu de travail facilitant la conciliation travail-famille;
- ▲ Une allocation mensuelle pour forfait cellulaire;
- A D'excellents avantages sociaux;
- Deux semaines de vacances payées dès la première année, en plus de deux semaines pendant le temps des Fêtes;
- **A** Et bien plus encore!

Conditions salariales : Le salaire annuel brut à l'embauche se situe entre 54 341 \$ et 56 813 \$, selon l'expérience et la formation du candidat ou de la candidate.

Lieu de travail: 265, Place Chef Michel Laveau, bureau 200, Wendake (Québec)

DESCRIPTION DU POSTE

<u>L'Identification Premières Nations (ID1N)</u> est un projet lancé par la CDEPNQL en 2021. ID1N, c'est un sceau qui permet d'authentifier les entreprises et entrepreneure.s des Premières Nations. Grâce au logo de l'Ourse, il est possible d'identifier facilement les produits et services authentiques autochtones. En joignant notre équipe, l'agent.e administratif.ve contribuera directement à la croissance d'ID1N, un projet mobilisateur et porteur de sens. Sous la supervision du directeur du développement et des relations avec les communautés, et en collaboration avec le coordonnateur d'ID1N, la personne jouera un rôle central dans le suivi des adhésions, la relation avec les membres et l'appui aux activités de déploiement du sceau.

FONCTIONS PRINCIPALES

Relations avec les membres

- Valider, corriger et compléter les demandes d'adhésion;
- Assurer le suivi administratif des dossiers et effectuer des recherches ponctuelles (documents manquants, rappels, confirmations, etc.);
- Offrir un service aux membres : soutien, réponses aux questions, accompagnement et participation aux activités de recrutement;
- Maintenir à jour le répertoire d'entreprises ID1N (mise à jour des profils, saisie de données, etc.).

Soutien administratif

- Gérer la boîte courriel principale et celle du coordonnateur de projet;
- Rédiger et préparer des correspondances;

- Assurer le suivi des rencontres et des demandes reçues;
- Apporter un soutien quotidien à l'équipe ID1N dans ses tâches diverses;
- Effectuer diverses tâches administratives : suivi budgétaire, administration de contrats, gestion des horaires dans le cadre d'évènements ou de déplacements;
- Planifier et coordonner les déplacements du coordonnateur;
- Assurer le suivi des factures avec l'équipe des finances.

CONDITIONS D'ACCÈS

- Diplôme d'études professionnelles (DEP) en secrétariat, diplôme d'études collégiales en bureautique ou toute autre combinaison d'expérience pertinente;
- Excellente maîtrise du français et de l'anglais, à l'oral comme à l'écrit;
- Très bonne maîtrise de Microsoft Office 365;
- Bonne connaissance du milieu des Premières Nations (un atout);
- Permis de conduire valide et disponibilité à voyager.

HABILETÉS ET ATTITUDES RECHERCHÉES

- Expérience ou intérêt marqué pour l'engagement social;
- Rigueur et sens de l'organisation;
- Esprit d'équipe et de collaboration;
- Capacité à suivre des procédures de manière précise;
- Jugement, discrétion et respect de la confidentialité;
- Souplesse intellectuelle et ouverture à apprendre de nouveaux outils;
- Intérêt et ouverture envers les réalités autochtones (un atout).

Les personnes intéressées sont invitées à faire parvenir leur curriculum vitae, accompagné d'une lettre de présentation obligatoire exprimant leur intérêt pour le poste, au plus tard le 26 septembre 2025 à 12 h à l'attention de :

M. Steve Laveau, directeur du développement et des relations avec les communautés

Commission de développement économique des Premières Nations du Québec et du Labrador 265, place Chef Michel Laveau, bureau 200, Wendake (Québec) G0A 4V0

Courriel: rh@cdepnql.org

Nous remercions toutes les personnes ayant manifesté leur intérêt. Seules les candidatures retenues pour une entrevue seront contactées. À compétences égales ou équivalentes, la priorité sera accordée aux personnes membres des Premières Nations.



Posting date: September 8, 2025 Application deadline: September 26, 2025

INDIGENOUS TAX ADVISOR Job category: Regular full-time position

Working at the First Nations of Quebec and Labrador Economic Development Commission (FNQLEDC) means being part of a dynamic and committed team, in a stimulating and caring work environment!

By joining the FNQLEDC, you will benefit from many advantages, including:

- **Å** A competitive salary
- **A** Friday afternoons off
- ▲ The possibility of a hybrid schedule (teleworking and working at the office in Wendake)
- A work environment that facilitates work-life balance
- **Å** A monthly cell phone plan allowance
- **A** Excellent benefits
- ▲ Two weeks of paid vacation starting in the first year, plus two weeks during the holiday season
- **Å** And much more!

Salary: The gross annual salary upon hiring is between \$76,982 and \$80,486 depending on the candidate's experience and training.

Workplace: 265, Place Chef Michel Laveau, bureau 200, Wendake (Quebec)

Job description

Under the supervision of the FNQLEDC's senior management, the Indigenous Tax Advisor supports the FNQLEDC team by producing accessible reference tools that address the main questions of elected officials, community economic development officers, and entrepreneurs.

The Advisor also advises the Chief responsible for the taxation portfolio while participating in the work of the Assembly of First Nations Quebec-Labrador (AFNQL)-Revenu Québec taxation committee as a technical expert. The incumbent plays a key role in advancing tax issues affecting the First Nations in Quebec, in addition to acting as a liaison between them and provincial and federal tax authorities.

Main functions

- Support the FNQLEDC's entrepreneurial support team by developing tools and solutions that are tailored to the tax realities of Indigenous businesses.
- Develop popularization tools (e.g., briefing notes, presentations, fact sheets, etc.) for elected officials, community economic development officers, and entrepreneurs.
- Provide strategic and technical advice on Indigenous tax issues, including applicable tax measures and the impacts of government policies.
- Support the work of the AFNQL–Revenu Québec taxation committee while advising the Chief responsible for the taxation portfolio.
- Create tools, briefing notes, presentations, and so on, with a view to disseminating tax information and helping the Chief portfolio-holder and elected officials to make informed decisions.

- Create and maintain communication channels with Revenu Québec and the Canada Revenue Agency.
- Work on specific and ad hoc mandates entrusted by the Chiefs to promote the advancement of issues or causes that are important to First Nations.
- Develop and implement collective strategies while disseminating all relevant information to the communities.
- Ensure ongoing strategic monitoring of laws, policies, programs, and case law decisions that have a tax-related impact on First Nations.

Eligibility requirements

- Bachelor's degree in business administration or another combination of university studies and relevant experience
- Knowledge of Canadian and Quebec tax laws
- Good knowledge of First Nations circles (an asset)
- Very good command of French and English, both oral and written
- Very good command of Microsoft Office 365
- Valid driver's license and travel availability

Required skills and attitudes

- Ability to synthesize and communicate effectively
- Autonomy, rigour, and a strong sense of initiative
- Political acumen, tact, and diplomatic communication skills
- Team spirit and collaboration
- Sensitivity to client needs and ability to adopt a client-centric approach
- Ability to establish and maintain trusting interpersonal relationships

Interested candidates are invited to submit their **resume**, along with a **mandatory cover letter** expressing their interest in the position, **no later than noon on September 26, 2025**, to the attention of:

Ms. Jinny Thibodeau Rankin, Executive Director

First Nations of Quebec and Labrador Economic Development Commission 265, place Chef Michel Laveau, bureau 200, Wendake (Quebec) GOA 4V0

Email: rh@cdepnql.org

Thank you to all those who apply. Only those selected for an interview will be contacted.

Where qualifications are equal or equivalent, applications from First Nations people will be prioritized.



Date d'affichage : 8 septembre 2025 Date limite pour postuler : 26 septembre 2025

CONSEILLER.ÈRE EN FISCALITÉ AUTOCHTONE Catégorie d'emploi : poste à temps plein régulier

Travailler à la Commission de développement économique des Premières Nations du Québec et du Labrador (CDEPNQL), c'est faire partie d'une équipe dynamique et engagée, dans un environnement de travail stimulant et bienveillant!

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- ▲ Un milieu de travail facilitant la conciliation travail-famille;
- ▲ Une allocation mensuelle pour forfait cellulaire;
- **A** D'excellents avantages sociaux;
- Deux semaines de vacances payées dès la première année, en plus de deux semaines pendant le temps des Fêtes;
- **A** Et bien plus encore!

Conditions salariales : Le salaire annuel brut à l'embauche se situe entre 76 982 \$ et 80 486 \$, selon l'expérience et la formation du ou de la candidate.

Lieu de travail: 265, Place Chef Michel Laveau, bureau 200, Wendake (Québec)

Description du poste

Sous la supervision de la direction générale de la CDEPNQL, le ou la conseiller.ère en fiscalité autochtone supporte l'équipe de la CDEPNQL en produisant des outils de référence vulgarisés répondant aux principaux questionnements des élus, agents de développement économique communautaire et entrepreneurs.

Le ou la conseiller.ère a aussi pour rôle de conseiller le chef porteur du dossier de la fiscalité et de participer aux travaux de la Table fiscale Assemblée des Premières Nations Québec-Labrador (APNQL)—Revenu Québec à titre d'expert technique. Il ou elle joue ainsi un rôle clé dans l'avancement des dossiers fiscaux touchant les Premières Nations du Québec en plus d'agir comme liaison entre celles-ci et les instances fiscales provinciales et fédérales.

Fonctions principales

- Soutenir l'équipe d'accompagnement entrepreneurial de la CDEPNQL en développant des outils et des réponses adaptées aux réalités fiscales des entreprises autochtones;
- Élaborer des outils de vulgarisation (ex. notes de breffage, présentations, fiches techniques, etc.) à l'intention des élus, des agents de développement économique communautaire et des entrepreneurs;
- Fournir des conseils stratégiques et techniques sur les enjeux fiscaux autochtones, incluant les mesures fiscales applicables et les impacts des politiques gouvernementales;
- Soutenir les travaux de la Table fiscale APNQL

 Revenu Québec et conseiller le chef porteur du dossier fiscal;

- Créer des outils, notes de breffage, présentations, etc. afin de vulgariser les informations fiscales et aider le chef porteur ainsi que les élus à prendre des décisions éclairées;
- Créer et maintenir des canaux de communication avec Revenu Québec et l'Agence du revenu du Canada;
- Travailler sur des mandats spécifiques et ponctuels provenant de la Table des Chefs afin de favoriser l'avancement de dossiers ou causes importantes pour les Premières Nations;
- Élaborer et mettre en œuvre des stratégies collectives et s'assurer de diffuser toutes les informations pertinentes à l'ensemble des communautés;
- Assurer une veille stratégique continue sur les lois, politiques, programmes et décisions jurisprudentielles ayant un impact fiscal sur les Premières Nations.

Conditions d'accès

- Baccalauréat en administration des affaires ou toute autre combinaison d'études universitaires et d'expérience pertinente;
- Connaissance des lois fiscales canadiennes et québécoises;
- Bonne connaissance du milieu des Premières Nations (un atout);
- Très bonne maîtrise du français et de l'anglais, à l'oral comme à l'écrit;
- Très bonne maîtrise de Microsoft Office 365;
- Permis de conduire valide et disponibilité à voyager.

Habiletés et attitudes recherchées

- Esprit de synthèse et excellente capacité de vulgarisation;
- Autonomie, rigueur et bon sens de l'initiative;
- Sens politique, tact et diplomatie dans les échanges;
- Esprit d'équipe et de collaboration;
- Sensibilité aux besoins de la clientèle et capacité à adopter une approche centrée sur le client;
- Aptitude à établir et entretenir des relations interpersonnelles de confiance.

Les personnes intéressées sont invitées à faire parvenir leur curriculum vitae, accompagné d'une lettre de présentation obligatoire exprimant leur intérêt pour le poste, au plus tard le 26 septembre 2025 à 12 h à l'attention de :

Mme Jinny Thibodeau Rankin, directrice générale

Commission de développement économique des Premières Nations du Québec et du Labrador 265, place Chef Michel Laveau, bureau 200, Wendake (Québec) GOA 4V0

Courriel: rh@cdepnql.org

Nous remercions toutes les personnes ayant manifesté leur intérêt. Seules les candidatures retenues pour une entrevue seront contactées.

À compétences égales ou équivalentes, la priorité sera accordée aux personnes membres des Premières Nations.



JOB OPPORTUNITY

OPEN UNTIL FILLED

June 12, 2025

POSITION:

NNADAP Substance Abuse Worker

LOCATION:

Kitigan Zibi Health and Social Services

WORK SCHEDULE:

35 hours a week (varied schedule)

TERM:

Indeterminate - Full Time (6-month probationary period)

SALARY:

Level 5 (range based on experience)

DUE DATE:

Open until filled

The NNADAP Substance Abuse Counsellor supports individuals, families and the community through all stages of addictions by providing individualized comprehensive tools, resources, education and counselling, as well as promoting healthy lifestyle choices through various organized activities.

PREAMBLE

If you are interested in applying for this position and can demonstrate that you meet the mandatory basic requirements, please forward your: **cover letter**, **updated resume**, **copy of your degrees and/or diplomas/certificates**, **three (3) work references** and any documentation that will support you meet the mandatory qualifications. A police reference check will be required if considered for the position.

Please provide your job application package to the attention of Myra Dumont, Human Resources Advisor, at the (KZHSS) Health Center.

Contact information:

Email:

Myra.Dumont@kza.qc.ca or hr.advisor@kza.qc.ca

Phone:

819-449-5593 ext. 2015

Location:

KZ Health Centre (8 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. Preference will be given to Kitigan Zibi Anishinabeg Band members in accordance with the Kitigan Zibi Anishinabeg's Preferential Hiring Policy. Applicants must posses the basic requirements at the time of the deadline. Band Council reserves that right to recruit the most suitable and competent employee(s) who can best serve the interests of KZA as well as provide quality services to its members regarding the candidates who pass the interview process.

PAO PIMONINO

KITIGAN ZIBI HEALTH & SOCIAL SERVICES

NNADAP Substance Abuse Counsellor Job Description

GENERAL INFORMATION

Job Title: National Native Alcohol & Drug Abuse Program (NNADAP)

Substance Abuse Counsellor

Category: Professional

Sector: Kitigan Zibi Health & Social Services

Location: Kitigan Zibi Health Centre

8 Kikinamage Mikan, Maniwaki, Quebec

Terms: Full Time-Indeterminate

Hours: 35 hours per week (Varied schedule)

Salary: KZA Salary Scale Level 5 (Range negotiable)

in accordance with the KZA Human Resource Policy

Immediate Supervisor: KZHSS Director

Date of Job Description: May 2025

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 NNADAP Substance Abuse Counsellor supports individuals, families and the community through all stages of addictions by providing individualized comprehensive tools, resources, education and counselling, as well as promoting healthy lifestyle choices through various organized activities.

KEY DUTIES

- Counsels, mentors, and supports families, groups, and/or target individuals (e.g. persons struggling with addictions, pregnant women, at-risk individuals, individuals in crisis) dealing with various stages of addictions (pre-treatment, during treatment, aftercare).
- Develops individualized treatment/recovery plans and provides educational tools and resources (e.g. self-management skills).
- Coordinates referral process (as received by individuals, families or other agencies) to appropriate regional facilities: treatment centres, detox/withdrawal management service institutions, processes admission forms and oversees logistical details (e.g. transportation and escort arrangements); maintains contact and follow-up with health care professionals regarding client's well-being.
- Arranges transportation and provides information for community members wanting to access local resources/support groups (e.g. AA, NA, Al-Anon groups).
- Coordinates and develops culturally-appropriate content for program promotion documentation, community prevention activities around addiction-free lifestyles and healthy living (e.g. monthly newsletters, CKWE broadcasts, National Awareness Week, school presentations), hosts alcohol-free events, recreation and social activities, secures guest speakers and other resources.
- Intervenes in a crisis/emergency situation at the request of KZPD and other partner organizations.
- Liaises and partners with regional, provincial and federal counterparts to share leading practices and keeps abreast of leading practices and/or work scenario experiences.

KNOWLEDGE AND SKILLS

- Theories, principles, and practices of crisis intervention strategies, effective counselling methods, sound therapeutic techniques with persons and families dealing with addictions.
- Knowledge of effects of alcohol and drugs and various underlying causes (e.g. trauma, abuse) of addictions.
- Effective interpersonal client-centered communication and interpersonal skills to work with diverse client groups of varying education levels.
- Effective case management and confidential record keeping practices.
- Ability to plan, organize and facilitate group information sessions and community events
- Knowledge of safety-oriented skills when dealing with intoxicated or aggressive clients; ability to effectively analyze situations quickly and apply sound judgment, 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, Privacy Laws (PIPEDA), and applicable Accreditation standards.
- Knowledge of community resources, treatment centers, social service networks and organizations and prevention and support services offered locally and provincially.

CONTACTS

- Briefs Director of NNADAP program delivery.
- Maintains positive relationships with clients, co-workers and community members.
- Liaise and networks with local service providers, treatment and detox centres, health care agencies/facilities as well as other First Nations.
- Collaboration with the KZPD and other partner organizations when crisis situations arise.

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

	ENVIRONMENTAL FACTORS
Psychological and Physical Effort:	 Manages medium to high level stress and multi-tasks daily; Mental alertness to changing and challenging situations; Strong interpersonal mental health; May be required to intervene in precarious situations.
Working Conditions:	 Works within an office setting; Required to make home visits; May be required to transport a client; 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	 Proof of completion of College Level training in Addictions 	
Experience	Studies or related studies with experience in human	
sciences.		
INCUMBENT COMPETENCIES		
Knowledge:	 Knowledge and awareness and the KZA culture and 	
	community.	
Abilities:	Ability to communicate orally and in writing in English.	
	Computer literacy skills.	
Personal Suitability:	Honest, non-judgmental, and non-intrusive.	
	Discretion and diplomacy. Street interportant aldillo and objectivity.	
	Strong interpersonal skills and objectivity.	
	Reliability.	
	 Ability to develop a trusting relationship with clients and staff through open, honest communication and genuine caring for the client situation. 	
	 Mental caliber to withstand or support emotionally charged or potentially unpleasant and/or disturbing situations. 	
	 Ability to maintain healthy professionalism and respect for staff, colleagues and clients while working in a stressful environment. 	
	 Ability to establish and maintain effective working relations with multiple stakeholders. 	
	*Due to the specific nature of this job position, an incumbent should have and maintain an exemplary standing in the community in regards to having a clean and healthy lifestyle (i.e. not abusing drugs or alcohol).	
Certification/Licenses	 Valid driver's license for the duration of employment; 	
to maintain for	An employee must have three years driving experience and	
duration of	the age of 21 in order to be an insured driver with a KZA	
employment:	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 heath 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:	 Ability to communicate in French and Algonquin. 	



Nurses are in training

Kwey,

Please note that part of the nursing team (including the Medical Office Assistant - Shannon) will be absent on <u>September 18-19</u>, <u>2025</u> for mandatory training purposes.

The nursing services will be limited during this period.

We apologize for any inconvenience this may cause.

Migwetch for your usual understanding and collaboration to allow our staff to be trained to better serve our community.



Your bowling + a drink & snack of your choice will be covered

Tuesday October 28th | 6pm-8pm | Quille-O-Rama

Register with KZHSS Sports & Recreation Colten & Kane @ 819-449-2323 ext. 2004/2008



JOB OPPORTUNITY - 1st Posting

Sept 17, 2025

POSITION: Career / Student Counsellor

LOCATION: Kitigan Zibi School (41 Kikinamage Mikan, Maniwaki, QC J9E 3B1)

WORK SCHEDULE: 35 hours a week. Monday to Friday

TERM: Indeterminate. Full time Standard probationary period

SALARY: \$29.81 to \$51.09 per hour

Salary to be based on experience according to the Quebec English

School Salary Scale

Under the supervision of the Principal of Kitigan Zibi Kikinamadinan, the Career Student Counsellor is responsible for providing career and education to all students attending Kitigan Zibi Kikinamadinan as well as to members of the Kitigan Zibi Anishinabeg Community.

PREAMBLE

If you are interested in applying for this position and can demonstrate that you meet the mandatory basic requirements, please forward your: cover letter, updated resume, copy of your degrees and/or diplomas/certificates, work references, police reference check and any documentation that will support you meet the mandatory qualifications.

Please provide your job application package to the attention of Myra Dumont, Human Resources Advisor, at the Kitigan Zibi Health and Social Services Building (KZHSS) by Wednesday October 1, 2025, at 11:00 A.M. (EST).

Contact information:

Email: Myra.Dumont@kza.qc.ca or hr.advisor@kza.qc.ca

Phone: **819-449-5593 ext. 2015**

Location: **KZHSS** (8 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 posses the basic requirements at the time of the deadline.

KITIGAN ZIBI EDUCATION

Career/Student Counsellor Job Description

GENERAL INFORMATION

Job Title: Career/Student Counsellor
Category: Professional/Administration
Sector: Kitigan Zibi Education Sector
Location: Kitigan Zibi Kikinamadinan

41 Kikinamage Mikan, Maniwaki, Quebec

Terms: Indeterminate position (Standard Probationary period)

Hours: 35 hours per week. Monday to Friday

Salary: Salary to be based on experience according to the Quebec English

School Salary Scale

Immediate Supervisor: Kitigan Zibi Kikinamadinan Principal

Date of Job Description September 2025

JOB SUMMARY

Under the supervision of the Principal of Kitigan Zibi Kikinamadinan, the Career / Student Counsellor is responsible for providing career and education to all students attending Kitigan Zibi Kikinamadinan as well as to members of the Kitigan Zibi Anishinabeg Community.

KEY DUTIES

- Responsible to ensure that all high school students receive career guidance
- Organizes career information for students at the elementary level and high school level and establishes regular contacts with Secondary IV and V students to provide information regarding Post Secondary institution choices as well as possible career choices
- Maintains, operates and keeps up-dated a guidance resource centre for students and Kitigan Zibi Anishinabeg members and maintains a career information wall outside the resource centre
- Ensures that activities taking place in the career resource center are those related to career and social counselling
- Provides basic social educational counselling and assists with addressing various situations that may impact on students
- Organizes student visits to Post Secondary institutions as approved by the Kitigan Zibi Administration
- Coordinates the Cooperative Education Program for Secondary IV and V
- Maintains the student files and the students academic results database and produces academic transcripts as requested
- Ensures that all students and individual information are kept confidential
- Ensures that teaching staff is kept abreast of general career information
- Teaches Career classes as mandated
- Prepares and submits an activity report to the Kitigan Zibi Education Administration on a regular basis every three months
- Refers all requests outside the mandate of this position to the proper community agencies
- Maintains a close liaison with the school Principal

- Assists when requested by Administration in the organizing of special school events
- Ensures that the career resources centre is open at the prescribed times
- Participants in staff meetings and other meetings as required
- Responsible to perform all other related duties as requested that will ensure the positive enhancement of support provided to students to ensure increased success

ACCOUNTABLE

- Accountable to provide basic counselling for students and community members wanting to pursue their education:
- Accountable to ensure that transcripts are correct and regularly updated;
- Accountable for the students' wellbeing when teaching;
- Accountable to abide by: the KZA Work Code of Ethics, Oath of Confidentiality, General Education Policies and Guidelines and Human Resources Policy.

MANAGERIAL/SUPERVISORY		
Human Resources:	Not applicable within this position.	
Material Resources: Oversees and maintains management of classroom materials a textbooks;		

	ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	 Required to meet concurrent demands and deadlines; May be required to deal with difficult situations; Required to keep all student information highly confidential and may become aware of highly sensitive information regarding students; Must be able to work in the English Language 	
Working Conditions:	 Works in an office in a school setting; 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	Bachelor of Education and	
Experience	or	
	 Undergraduate Degree 	
	or	
	 Equivalency in education and experience 	
INCUMBENT COMPETENCIES		
Knowledge:	 Knowledge and awareness of the KZA culture and 	
	community;	
	Knowledge of success factors to student success;	
	 Good knowledge of the Quebec and Ontario education 	
	systems;	
	Knowledge of school policies and procedures;	

Abilities:	 To model good personal and professional conduct;
Abilities.	 Genuine interest in providing support to individuals of all
	. •
	ages • Proven strong work othics which includes being a strongly
	 Proven strong work ethics which includes being a strongly
	motivated independent worker;
	Good time management; Change and a bility to a series with research.
	 Strong communication and ability to converse with parents,
	colleagues and students in a professional manner;
	Problem-solving skills;
	 Planning, organization and multi-tasking skills;
	Team-player who works in a coordinated effort.
Personal Suitability:	 Discretion and diplomacy;
	 Reliable;
	 Mental calibre to withstand challenging or emotionally
	charged situations;
	 Ability to maintain healthy professionalism and respect for
	staff, colleagues and students;
	 Ability to establish and maintain effective working relations
	with colleagues.
Certification/Licenses	 Acquire an Enhanced criminal verification for vulnerable
to maintain for	populations. Incumbent must not possess any criminal
duration of	record (s) related to working in the profession;
employment:	 Valid Driver's Licence
	 Must undertake the responsibility of maintaining
	professional development as required;
	 Legally able to work in Canada.
Assets:	 Knowledge of Kitigan Zibi Algonquin Language and Cultural
	Values.

TRAINING

Substitute teaching in First Nations communities

10 weeks at the rate of 1.5 hours per week



Limited places available
Training reserved for FNEC member communities

Starting November 2025

To learn more: Gino Lesage at 1 855 842-7672 or glesage@cepn-fnec.com



Centre national pour la . UNIVERSITÉ DO MARÍJOBA

August 6, 2025

Dear community partners,

Please be aware that you may find this content distressing.

The National Centre for Truth and Reconciliation (NCTR) is reaching out to First Nations, Inuit, and Métis governments, representative organizations, and community partners to inform them of new knowledge that the Centre has confirmed concerning the names of children who were lost while under the responsibility of residential school authorities.

Please be advised that this fall, the NCTR will release new research that identifies the names of children whose deaths have recently been confirmed.

Finding and identifying the lost children has always been a fundamental concern for Indigenous Peoples. This new information uncovered by the NCTR will help fulfill the Truth and Reconciliation's Call to Action 72 for the establishment of a National Residential School Student Death Register.

This knowledge can help address denialism and support the reparations, healing, and understanding that are so important to Nations and communities as they revitalize and plan their own futures.

The NCTR recognizes the sacred value of this knowledge. For this reason, the Centre has made every effort to be guided by Survivors, Nations, and communities in the access, use, and storage of this information. In response to the TRC's Call to Action 72, the NCTR established the National Residential School Student Death Register in 2019, a database that holds the most complete information available for each child. Out of respect for families, access to this database is restricted to relatives and by special permission.

The NCTR also established a commemorative National Student Memorial Register page on its website, nctr.ca, in 2019. This page lists the names of each student. The National Student Memorial Register was established after

Chancellor's Hall ///Rue Dysart Road /innipeg (MB) anada R3T 2N2

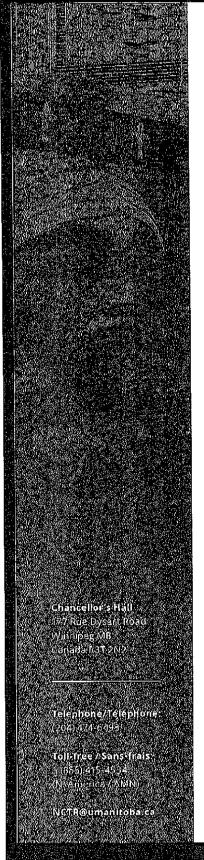
Telephone/Telephone 04014748649

Toll-free / Sans-frais 1 (855) 415-4534 N#America / AIVIN

ICTR@umanitoba.ca

netr.ca







Centre national pour la UNIVERSITÉ DU MANITODA

six months of consultation with Survivors and communities across the country. It is updated on a regular basis.

The NCTR has also created a commemorative Memorial Cloth, which lists the names of each student who has passed. We will add the names of newly identified students to both the Memorial Cloth and National Student Memorial Register webpage this fall.

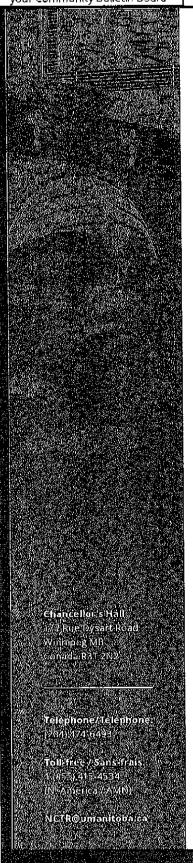
Ceremonies remain an important part of our efforts to commemorate and memorialize the children lost to residential schools. In March 2025, a National Day of Prayer and Ceremony in the Four Directions to Honour the Children was held at Turtle Lodge (Sagkeeng First Nation, MB). The NCTR arranged this ceremony in partnership with the National Turtle Lodge Council of Elders and Knowledge Keepers.

The NCTR recognizes the impact of this sensitive information can be profound. For this reason, we are actively reaching out to First Nations, Inuit, and Métis governments, representative organizations, and community partners prior to releasing these additional names. We want to give Nations and communities an opportunity to arrange health supports, ceremonies and memorials prior to the NCTR's release of this new information. We hope to share our knowledge and collaborate with you to find and identify the children who were lost.

To arrange further discussions, or for inquiries related to our ongoing work, please contact Lynn Jones at 1-431-374-6760, or email us at NCTRcommunityengagement@unianitoba.ca.

netrea







Centre national pour la UNIVERSITÉ DU MANITODA

For further support, please contact the Hope for Wellness Helpline or the National Indian Residential School Crisis Line.

- 1. The Hope for Wellness Helpline provides immediate, toll-free telephone and online-chat based support and crisis intervention to all Indigenous people in Canada. This service is available 24/7 in English and French, and upon request in Cree, Ojibway, and Inuktitut. Trained counse)lors are available by phone at 1-855-242-3310 or by online chat at www.hopeforwellness.ca.
- 2. The National Indian Residential School Crisis Line offers emotional support and crisis referral services for residential school Survivors and their families. Call the toll-free Crisis Line at 1-866-925-4419. This service is available 24 hours a day, 7 days a week.

diduct land

All my relations,

Stephanie Scott

Raymond Frogner

Executive Director

Head of Archives/Senior Director of Research

nctr.ca

Trauma-Informed Health and Cultural Support Program

Cultural and Emotional Support Services

Indigenous Services Canada's (ISC) Trauma-Informed Health and Cultural Support Program (TIHCSP) provides funding to Indigenous organizations across Canada to deliver mental wellness support services for First Nations, Inuit and Métis people, **regardless of Indigenous status or place of residence within Canada.**

Indigenous organizations provide trauma-informed, community-based Cultural and Emotional Support Services to:

- Survivors and Intergenerational Survivors of Indian Residential Schools and Federal Indian Day Schools;
- Indigenous people impacted by the issue of Missing and Murdered Indigenous
 Women and Girls and 2SLGBTQIA+ people;
- Class members, potential class members of the First Nations Child and Family Services (FNCFS) and Jordan's Principle Settlement, including their family and community members; and
- Any Indigenous person affected by colonialism and unresolved trauma.

Cultural Support Providers are Elders and Traditional Healers who are recognized and respected by their communities. Cultural Support Providers help clients safely explore and address issues related to intergenerational and childhood trauma. The type of support they offer depends on the needs of each individual and may include dialogue, ceremonies, prayers, and other traditional practices.

Emotional Support Workers are trained and experienced community-based health workers and/or peer supports. Emotional Support Workers listen, talk with clients, and help them access tools, information, and resources. They create a safe, non-judgmental space where clients can express their feelings. They help clients feel heard, supported, and emotionally safe and also assist with navigating health and support systems and may also refer clients to other available services when needed.

To access community-based Cultural and Emotional Support Services:

- Contact the ISC regional office or designated health authority in your province/territory to find the closest organization that provides these services (refer to the Indigenous Services Canada Regional Offices table below for toll-free phone numbers);
- Walk into an organization that is funded to provide services; or,
- Reach out directly to a cultural or emotional support provider that you may have met at an event, or who you have been referred to by another service provider.



Region	Phone Number (Toll-free)	Address
British Columbia (First Nations Health Authority)	1-866-913-0033	501 - 100 Park Royal South Coast Salish Territory West Vancouver, BC V7T 1A2
Alberta	1-888-495-6588	Canada Place, Suite 730 9700 Jasper Avenue Edmonton AB T5J 4C3
Saskatchewan	1-866-250-1529	Alvin Hamilton Building 1783 Hamilton Street, Room 098 Regina SK S4P 2B6
Manitoba	1-866-818-3505	391 York Avenue, Suite 360 Winnipeg MB R3C 4W1
Ontario	1-888 301 6426	10 Wellington Suite 1455 Gatineau QC K1A 0H4 Sir Charles Tupper Building, Floor 4C, Mailstop 6604
Quebec	1-877-583-2965	2nd Floor Guy Favreau Complex East Tower 200 Rene Levesque Boulevard West Montreal QC H2Z 1X4
Atlantic	1-866-414-8111	Maritime Centre, 18th Floor 1505 Barrington Street Halifax NS 83J 3Y6
Northern	1-866-509-1769	10 Wellington - Suite 1455 Gatineau QC K1A 0H4 Sir Charles Tupper Building, Floor 4C, Mailstop 6604

If you are experiencing emotional distress and want to talk, immediate support, crisis intervention services and referrals to resources are available through the following help and crisis lines:

The Hope for Wellness Helpline:

Immediate emotional support is available 24/7 to all First Nations (Status and Non-Status), Inuit and Métis people through the Hope for Wellness Helpline by phone at 1-855-242-3310, or by online chat at hopeforweliness.ca

The National Indian Residential School Crisis Line:

Survivors and Intergenerational Survivors of Indian Residential Schools can access immediate emotional support by calling the National Indian Residential School Crisis Line available 24/7 at 1-866-925-4419.

The Missing and Murdered Indigenous Women and Girls Crisis Line:

Survivors, family members, and Indigenous people impacted by the ongoing tragedy of missing and murdered Indigenous women, girls, and 2SLGBTQI+ people can access immediate emotional support 24/7 by calling 1-844-413-6649.





Downstairs at the Hall



Prizes to be Won!







Anishinabemowin CRADITATI CONTINEST

Translate the following sentences and fill in the blanks. Drop off the completed page at the Cultural Center or send it to odaminowin2021@gmail.com before September 30th for your chance to win a \$100.00 gift certificate in a random draw.

LESSON 8: First Person Sentences
- Present Tense

Basic Sentences in Anishinàbemowin

In Anishinabemown the following grammar frame is used - NI__verb_____ to mean I am doing that verb. If the chosen verb begins with a vowel a connector D is added between the preverb and verb. If the chosen verb begins with p,t, s, k then the sound changes to b,d,z,or g.

1.Ninamadab.	9. Nibashkizige.
2. Nibìnchige.	10. Nidinàb.
3. Niwisin.	11. Niminikwe.
4. Nibimbato.	12. Nigiwe.
5. Nibodawe.	13. Nidodamin.
6. Nibimose.	14. Nidodamità.
7. Nibàbiw.	19
8. Ninigam.	New Grammar Contest coming for



New Grammar
Contest coming for
October!
First Person
Sentences - Past

Grammar Tip: Look for the 3rd person verb in the sentence or ask an elder for help! WIDOKAWISHIN

BILINGUAL EVENT - ÉVÈNEMENT BILINGUE

Welcome to your Wellness BINGO

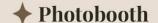
To glow inside and out!



SAVE YOUR SPOT NOW!

Sunday September 21st at 1h00 PM 314 Rue Principale Sud - KZ Community Hall, downstairs. Entrance 25\$ (bingo card + welcome gift) Extra card? 5\$ each.





♦Iced Coffee, Matcha & EnergyFizz

Discover 4 ambitious women from the region who share one common goal: supporting the well-being of themselves and others!

Come have fun and explore products for nutrition, skincare & body care, plus products for hair, men, and even babies!

- Francesca&Patricia Brazeau, Emma Guy and Marie-Andrée Meunier



Wellness is personal: find what fits YOU.



OUR PHARMACISTS

can prescribe for over 38 minor conditions









Avoid a long wait time in Emergency

177 Boul Desjardins, Maniwaki

Scan to book now







Anin ekidon ? How do you say ?

Have you been wanting to learn Algonquin?

Do you know some of the language and would like to enhance it?

Are you a speaker and may be forgetting how to say some words?

I, Mariette Buckshot will be hosting language socials called "Anin ekidon?/How do you say?"

I am volunteering my time, energy and for the love of the language to those that would like to learn, enhance and retain our beautiful dialect.

I can start with once-a-week socials and may add another day in the future.

Wednesday evenings starting at 6:00pm.

1st social: Wednesday, September 24, 2025

At Wanaki Beach, if it rains, you can find me at Tim Horton's

The socials will focus more on learning the language orally. By listening, repeating, asking "ànìn ekidon", and speaking with each other.

The language socials will be guided by you, and the teachings will be on learning words and sentence building.

There will be no papers or handouts. If you choose to write, that is fine.

My late dad used to tell me

(kid-anishinàbkwew, àbadjiton kid-inwewin/you are Algonquin, use your language)

You can find me on Facebook Messenger as Mariette Bucks for information.

ONE LAST SCREAM BEFORE THE DREAM



ADAM & SHAN'S STAG AND DOE HALLOWEEN BASH

DARE to join the Bride & Groom for a night to remember — or regret...

DALE: OCTOBEB 25
TIME9:00 PM TILL

THE WITCHING HOUR

EERIE GAME and COSTUME CONTEST with WICKED PRIZES!

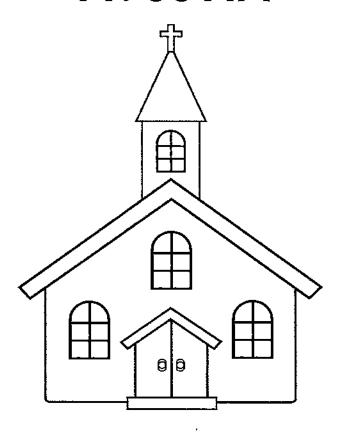
çic Çarce whe D'anotic d'ff

Come for the love.. stay for the chaos.

LOCATION: AT THE HALL

Tickets \$10.00 | Contact Shan or Adam on Messenger EMT: e.gorman90@outlook.com

HOLY ROSARY SEPT. 21/25 11: 00 AM



MASS FOR: All souls in purgatory from Alter & Louise Theriault.

Suzanne Condie from Alter & Louise Theriault.

Larry Bruyere from family & friends.

Josianne Lafeniere from Nicole & Claire.



September 20, 2025

11:00 TO 4:00

