

October 1, 2025

MINING MODULE (BASIC) TRAINING

TO: KZA BAND MEMBERS– (18 Years old and over)

RE: Basic Underground Mining Module training (basic) - Call for Participants

DEADLINE TO APPLY: THURSDAY, OCTOBER 9, 2025

Are you interested in learning about:

- ♦ Health and Safety for underground Mining;
- ♦ Mining guidelines and procedures (overview);
- ♦ Scaling for Mining;
- ♦ Blasting equipment and materials?

Due to popular demand, there will be another nine (9) day module health and safety training on underground mining operation (theory and practical), to be offered for KZA starting **October 20, 2025**, if there is enough interest (please see attached Program of Study). The 7-day theory portion (modules 1 to 5, and 7) will be online (zoom), and the practical and exam portion will be two days at a mine site in Val D'Or, Quebec (in person). **Each participant must have a computer with webcam and an email address for distance learning (no tablet or phone). The zoom link will be sent directly to participants before the training.** All fees for registration, books and travel/accommodations to Val d'Or will be covered. Please note that tuition/book fees will be paid in advance of the course, so if you are chosen, **you must complete the whole program, or risk the reimbursement of the fees back to KZA.**

This module training can accommodate a maximum of twelve (12) participants.

If you are interested in registering, please complete the attached letter of Interest (please attach your resume), and send it to **Janet Brascoupe, Employment/Training Officer at the Community Services Office, by THURSDAY, October 9, 2025 at 4:00 p.m.**



FMTM UNDERGROUND MINING MODULES

PROGRAM OF STUDY

MODULE 1 – OCCUPATIONAL HEALTH AND WORK SAFETY – MINING/ 16 hours

MODULE 2 – GENERAL INSTRUCTIONS AND GUIDELINES FOR MINING/ 12 hours

MODULE 3 – SECONDARY SCALING FOR MINING/ 16 hours

MODULE 4 – SCAFFOLING FOR MINING/ 8 hours

MODULE 5 – GROUND CONSOLIDATION/ 16 hours

MODULE 7 – BLASTING MATERIALS AND EQUIPMENT/ 8 hours

IN ADDITION, 2 DAYS PRACTICAL PORTION (IN-PERSON), IN A MINING UNDERGROUND ENVIRONMENT, AT VAL D'OR, QUEBEC MINING SITE. EXAMS WILL ALSO BE DONE AT THE MINE SITE.

SCHEDULE:

On-line theory Portion: October 20 - 28, 2025;

Practical Portion in Val d'Or: November 3 & 4, 2025 (in-person) –

Travel day: November 2, 2025

REQUIREMENTS:

- Be a Band member, 18 years of age;
- Must have computer/laptop with webcam (***no tablet or cellphone***), and email address;
- The cost of travel, meals and accommodations will be covered for the practical/exam portion to Val d'Or, Quebec A block of rooms will be reserved for the groups at a local hotel in Val d'Or, Que. **Please note students are responsible for costs related to damages to the room**);
- All participants must be committed to attend and complete the training (9 days).

LETTER OF INTEREST

FMTM Underground Mining Modules program

Start Date: October 20, 2025

Name: _____

Mailing Address: _____

Email address (**required**): _____

Date of birth: _____

Phone/cell number: _____

Band Number: 0730 _____

Are you receiving Employment Insurance at the moment? _____

Do you have a driver's license and registered vehicle? _____ Will you be driving? _____

If so, would you be willing to carpool/take passengers to Val d'Or for practical portion?
(Your mileage will be covered) _____

How many passengers will you be able to take? _____

If not, would you need a ride to Val d'Or for the practical portion? _____

Reason I wish to take the Training:

Signature

Date



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 Kikinamag 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 possess 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.



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 Kikinamange Mikan, Maniwaki, Quebec
Terms :	Full Time—Indeterminate
Hours :	35 hours per week (Varied schedule)
Salary :	KZA Salary Scale Level 5 in accordance with the <i>KZA Human Resource Policy</i>
Immediate Supervisor :	KZHSS Director
Date of Job Description :	March 2024

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
<ul style="list-style-type: none"> ▪ 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. ▪ Liaises with regional, provincial and federal counterparts to share leading practices and keeps abreast of leading practices and/or work scenario experiences.

KNOWLEDGE AND SKILLS	
	<ul style="list-style-type: none"> ▪ 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	
	<ul style="list-style-type: none"> ▪ 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 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:	<ul style="list-style-type: none"> ▪ 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:	<ul style="list-style-type: none"> ▪ 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 Experience	<ul style="list-style-type: none"> ▪ Proof of completion of College Level training in Addictions Studies or related studies with experience in human sciences.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> ▪ Knowledge and awareness and the KZA culture and community.
Abilities:	<ul style="list-style-type: none"> ▪ Ability to communicate orally and in writing in English. ▪ Computer literacy skills.
Personal Suitability:	<ul style="list-style-type: none"> ▪ Honest, non-judgmental, and non-intrusive. ▪ Discretion and diplomacy. ▪ 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. <p><i>*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).</i></p>
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 French and Algonquin.



September 24, 2025

JOB OPPORTUNITY

POSITION: Youth Wellness Worker
LOCATION: Òde Widòkàzowin Child and Family Services
WORK SCHEDULE: 35 hours a week. Varied Schedule
TERM: Indeterminate
SALARY: Level 4, Range based on work experience
(\$47,206.97 - 59,056.81)

Summary:

The Youth Wellness Worker (YWW) coordinates and delivers culturally appropriate programs and activities that promote positive parent-child interaction, fosters parental competence and problem solving skills, and empowers youth to engage in pro-social behaviour to make positive life choices. The YWW is a member of the KZHSS Child and Family Services Team.

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 by October 9, 2025, by 11:00 a.m.

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 possess 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.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

Youth Wellness Worker

Job Description

GENERAL INFORMATION

Job Title : Youth Wellness Worker
Category : Professional
Sector : Kitigan Zibi Health & Social Services
Location : As designated by the Director
Terms : Full Time—Indeterminate
Hours : 35 hours per week
Salary: KZA Salary Scale Level 4
in accordance with the KZA Salary Scales (range negotiable
based on experience)
Immediate Supervisor : Child and Family Services Coordinator
Date of Job Description : September 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 Youth Wellness Worker (YWW) coordinates and delivers culturally appropriate programs and activities that promote positive parent-child interaction, fosters parental competence and problem solving, and empowers youth to engage in pro-social behaviour and make positive life choices. The YWW is a member of the KZHSS Child and Family Services team.

KEY DUTIES

- Coordinates, facilitates, and monitors the overall delivery of social, cultural, prevention, and leadership activities, programs and education workshops (e.g. conflict resolution, anger management) using various multi-media methods, land based, in individual/group settings. Ensures activity logistics are properly attended to (e.g. contacting of volunteers, availability and access to buildings/sites, ensuring safe and sanitary premises of facilities);
- Develops, maintains, and monitors personalized individualized plans: on-going assessments, mentoring, identifying at-risk behaviour, making referrals;
- Knowledge transfer of well researched/reviewed and presented pertinent public education materials, inventory of youth material resources;
- Drafting of annual reports, annual work plans addressing program goals/objectives, and regular activity evaluation summaries;
- Assists and makes recommendations to the Child and Family Services Coordinator regarding program evaluations, proposal development and implementation, program planning (e.g. a planned calendar of events and associated costs), purchase of future program resources and the inventory/control of existing program materials.

KNOWLEDGE AND SKILLS	
	<ul style="list-style-type: none"> ▪ Organizational skills to coordinate logistics of individual and group activities, and to secure material and human resources (e.g. professionals, participants and volunteers); ▪ Mentoring, facilitation, motivational skills that encourage youths to cultivate healthy habits and make positive life choices; ▪ Communication strategies (both formal and informal) and innovative approaches when dealing with youth issues that are sensitive and/or delicate (eg. trauma, abuse, addictions, etc); ▪ Knowledge of professional standards as outlined by the <i>Act Respecting Health and Social Services of Quebec</i>, disclosure regulations and other pertinent provincial and federal rules and regulations particularly when working with youth; ▪ Emerging trends, developments and leading practices that advocate healthy lifestyles, emotional intelligence and practical life skills; ▪ 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.

CONTACTS	
	<ul style="list-style-type: none"> • Network with the Family Wellness Worker, Addictions Counsellors, Mental Health Workers and the Life Skills Coach in a "best approach" context. • Establish and maintain a working relationships with community resources: consults with elders for cultural and traditional support, parents, and other community groups. • Works in partnership with other Aboriginal communities to promote team-spirit and wellness.

MANAGERIAL/SUPERVISORY	
Human Resources:	<ul style="list-style-type: none"> ▪ May be required to recruit volunteers, provide them with technical expertise, and oversee their activities.
Financial Resources:	<ul style="list-style-type: none"> ▪ Not applicable in this position.
Material Resources:	<ul style="list-style-type: none"> ▪ Responsible to monitor and maintain activity materials

ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ Has access to sensitive information, must respect professional guidelines regarding client/family confidentiality.
Working Conditions:	<ul style="list-style-type: none"> ▪ Works mainly within an office setting; ▪ May be required to work outdoors and onsite for cultural activities or events; ▪ May be required to make home visits.

INCUMBENT QUALIFICATIONS	
Education and Experience:	<ul style="list-style-type: none"> ▪ College diploma or university in human services; ▪ 1 year work experience in a related field.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> ▪ Knowledge and awareness and the KZA culture and community.
Abilities:	<ul style="list-style-type: none"> ▪ Research, analytical, and decision-making skills; ▪ Planning, organization and coordination skills; ▪ Monitoring and reporting skills; ▪ Ability to develop and deliver presentations;

	<ul style="list-style-type: none"> ▪ Ability to communicate orally and in writing; ▪ Ability to manage volunteers; ▪ Ability to plan and manage projects.
Personal Suitability:	<ul style="list-style-type: none"> ▪ Discretion, diplomacy, and confidentiality ▪ Reliability; ▪ 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.
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 be the age of 21 in order to be an insured driver with a 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; ▪ 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.

Kitigan Zibi Health & Social Services

FLU SHOTS

ALMOST TIME!

KZHSS is planning vaccination campaigns again this year for the flu season. We are still waiting on our vaccines to arrive. We will put out a flyer to inform you of our campaign dates soon.

The vaccines that will be offered are :

- Flu
- COVID-19

Migwetch !




For more info call : **819-449-5593**



RSV VACCINE

**PARENTS OF BABIES BORN BETWEEN APRIL 1ST AND SEPTEMBER
29TH, 2025**

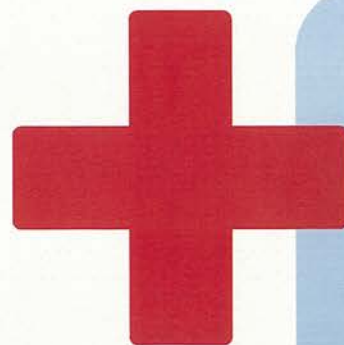
**Please Contact
Stephanie Latreille, RN – Child Maternal Health Nurse
Call for Appointment Date and Time**



Blood Work Clinic is canceled :

- October 28-30, 2025
- November 6, 2025
- November 11-13, 2025
- November 18, 2025

**We apologize for
this inconvenience.**





Mahinganon **HARVEST EVENT**

JOIN US with your harvest. **OPEN
REGISTRATION** for booth set ups.



October 4-5th
10am - 3pm



KZ Walking Path

DEMONSTRATIONS INCLUDE: Honey Spinning,
Processing Chickens, Skinning Rabbits

FEATURING: Special Guests with **FREE** plants and
seeds

FOR MORE INFO



438-378-2494
Ivy-Rose





JOB OPPORTUNITY – 1st Posting

AMENDED

Sept 24, 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:	\$30.37 to \$53.83 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 8, 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 possess 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 and textbooks; Ensures adequate materials and equipment are available to deliver program.

ENVIRONMENTAL FACTORS

Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ 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:	<ul style="list-style-type: none"> ▪ 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 Experience	<ul style="list-style-type: none"> • Bachelor of Education and or • Undergraduate Degree or • Equivalency in education and experience
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INCUMBENT COMPETENCIES

Knowledge:	<ul style="list-style-type: none"> ▪ 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;
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Abilities:	<ul style="list-style-type: none"> ▪ To model good personal and professional conduct; ▪ Genuine interest in providing support to individuals of all ages ▪ Proven strong work ethics which includes being a strongly motivated independent worker; ▪ Good time management; ▪ 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:	<ul style="list-style-type: none"> ▪ 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 to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ Acquire an Enhanced criminal verification for vulnerable populations. Incumbent must not possess any criminal record (s) related to working in the profession; ▪ Valid Driver's Licence ▪ Must undertake the responsibility of maintaining professional development as required; ▪ Legally able to work in Canada.
Assets:	<ul style="list-style-type: none"> ▪ Knowledge of Kitigan Zibi Algonquin Language and Cultural Values.



JOB OPPORTUNITY – 3rd Posting

October 2, 2025

POSITION:	Wazoson Educator
LOCATION:	Wazoson Daycare, 38 Paganakomin Mikan
WORK SCHEDULE:	37.5 hours a week. Monday to Friday
TERM:	Indeterminate. Full time Standard probationary period
SALARY:	\$23.73-\$32.99 an hour (ECE Certified) \$20.34-\$30.51 an hour (non-certified)
DUE DATE:	October 17, 2025, at 11:00 a.m.

Under the Supervision of the Wazoson Coordinator, the Wazoson Educator is responsible to deliver a quality early childhood education program to all children attending Wazoson.

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 by **Friday October 17, 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: **KZ Health Centre** (8 Kikinamag Mikan, Maniwaki, QC J9E 3B4)

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 possess 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.



KITIGAN ZIBI EDUCATION SECTOR

Wazoson Educator Job Description

GENERAL INFORMATION	
Job Title	Wazoson Educator
Category	Technical
Sector	Kitigan Zibi Education Sector (KZES)
Location	Wazoson
Terms	Indeterminate. Standard probationary period
Hours	37.5 hours per week. Monday-Friday
Salary	As per Kitigan Zibi Salary Scale
Immediate supervisor	Wazoson Coordinator
Date of job description	March 2025
JOB SUMMARY	
Under the Supervision of the Wazoson Coordinator, the Wazoson Educator provides a quality early childhood program to all Wazoson Children.	
RESPONSIBILITIES	KEY DUTIES
Child Intake, Placement and Referral	<ul style="list-style-type: none"> • Educates parents/guardians about rules of the centre, realm of services and operational matters affecting service delivery. • Assists in the integration of new children.
Develops and implements a culturally based early childhood education program	<ul style="list-style-type: none"> • Implements quality instructional services that allow for the growth and development of the children in the program. • Ensures weekly, monthly and annual programming is implemented, reviewed and maintained consistently; that is age appropriate and culturally relevant. • Communicates daily with parents on their child's development, programming, upcoming events, changes. • Maintains a safe environment in assigned rooms that are organized and adheres to safety standards. • Creates learning centres that aid in child development and fosters learning and follows rotation schedules. • Develops and implements age-appropriate early childhood education programming that address the physical, emotional and mental capacity of each child. • Fosters a learning environment that positive, nurturing, and age appropriate to meet the needs of each child. • Adheres to established Wazoson policies and procedures for behaviour management. • Prepares material resources required for programming.

Child assessment and evaluation	<ul style="list-style-type: none"> • Creates and maintains charts and files on each child registered in group that include health issues/concerns, allergies, attendance. • Communicates with Coordinator, parents and or legal guardians in child's progress at Wazoson.
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ACCOUNTABILITY
<ul style="list-style-type: none"> • Abides by all KZA/KZES/Wazoson Policies including, KZES Policies and Procedures Manual, KZA Human Resource Manual, KZA Employee Work Code of Ethics, KZA Oath of Confidentiality and KZA Harassment and Violence Policy.

WORKING RELATIONSHIPS	
Interpersonal Relationships	<ul style="list-style-type: none">• Establishes and maintains positive and respectful working relationships with coworkers, clients, community members and partners.• Excellent communication with all staff, parents and families using excellent written and verbal skills.• Strong interpersonal skills and service oriented.
Team Work	<ul style="list-style-type: none">• Works collaboratively as a team and independently as required.• Participates in Wazoson staff meetings.• Understands personal limitations and seeks advice when necessary.
Negotiations	<ul style="list-style-type: none">• Not applicable
Training	<ul style="list-style-type: none">• Attends professional development workshops as required.• Attends workplace safety training and exercises as required. (WHMIS, CPR/First Aid for children, Food Handling).• Available and willing to travel for training purposes if necessary.

ENVIRONMENTAL FACTORS	
Deadlines	<ul style="list-style-type: none">• Meets work objectives within established time frames.• Manages time effectively.• Ensures reporting and programming requirements are met within required timeframes and in accordance to regulations and standards set out by the Kitigan Zibi Education Sector and funding agencies.
Mental 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 and children.

	<ul style="list-style-type: none"> • Mental alertness to changing situations. • Strong cognitive ability for childcare and ensuring minimal needs. • Strong interpersonal mental health. • Mental caliber to withstand or support possible emotionally charged situations.
Working Conditions	<ul style="list-style-type: none"> • Mainly Indoors and Centre based. The employee will go on walks with children and do outdoor activities weather permitting. • The employee may be placed with groups and changed dependant upon need. • Employees must be able to maintain the training and security clearances required under the funding agreements.
Cultural competency	<ul style="list-style-type: none"> • Knowledge and awareness of Kitigan Zibi language, culture and community.

QUALIFICATIONS REQUIRED	
Education and Experience	<ul style="list-style-type: none"> • Completion of Early Childhood Education program from a recognized post secondary institution or vocational program.
Skills and Knowledge	<ul style="list-style-type: none"> • Oral fluency in reading and writing in English mandatory. • Willing and able to work flexible hours as required. • Ability to be objective towards child assessments. • Trustworthy, discreet and able to maintain confidentiality. • Punctual and reliable with low absenteeism. • Ability to work independently without close supervision. • Computer literate and ability to operate office machinery.
Conditions of employment require the candidate to maintain these licences/certifications throughout employment	<ul style="list-style-type: none"> • No criminal conviction related to the field of work and maintain throughout employment. • Must provide medical certificate of good health if required for the position. • Valid First Aid and CPR Training Certification for child and infants or ability to acquire training within three months of hired and maintain certification. • Must follow all safety precautions and protocols. • Legally able to work in Canada.
Assets	<ul style="list-style-type: none"> • Ability to communicate in Algonquin and/or French an asset.



JOB OPPORTUNITY

Open until filled

October 2, 2025

POSITION: **Elementary Teacher**

LOCATION: Kitigan Zibi Kikinamadinan (KZ School)

WORK SCHEDULE: 35 hours a week. Monday to Friday

TERM: Indeterminate. Full time

SALARY: **\$52,799.00 to \$102, 857.00 Rates effective as of April 1, 2025**
Salary to be based on experience according to the Quebec English School Salary Scale

Under the supervision of the School Principal, the Teacher is responsible to deliver quality elementary school curriculum to students according to the approved Education Sector programs. Work includes the evaluation of students, the fostering of a learning environment, classroom management and the development of individualized education plans (IEPs).

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 Health Center (**KZHSS**).

Contact information:

Email: myra.dumont@kza.qc.ca or hr.advisor@kza.qc.ca
Phone: **819-449-5593**
Location: **KZ Health Centre** (8 Kikinamagie 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 possess 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.



KITIGAN ZIBI EDUCATION

Elementary Teacher Job Description

GENERAL INFORMATION

Job Title : Elementary Teacher
Category : Teacher
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 : KZ School Principal

Date of Job Description : October 2025

KZ KIKINAMADINAN MISSION STATEMENT

Kitigan Zibi and Pakinawatik School's mission in cooperation with the Kitigan Zibi community is to create challenging opportunities to educate students in an atmosphere of mutual trust and respect. It is our common mission to inspire students to achieve personal growth and cultural pride, to value lifelong learning, and to become responsible contributing citizens of their community, the Algonquin Nation and society at large

STUDENT LEARNING OUTCOMES

It is Kitigan Zibi and Pakinawatik School's goal to give hope and encouragement to each student to reach his/her full potential academically, emotionally, socially, physically, and spiritually. Kitigan Zibi and Pakinawatik School encourages each student to become a life long learner.

KEY DUTIES

- Responsible to ensure the delivery of quality instructional services
- Grading and conducting student assessments
- Curriculum delivery
- Lesson and unit planning
- Manage discipline in accordance with the school's procedures
- Encourage good practice regarding punctuality, behaviour, standards of schoolwork and homework.
- Planning, Teaching and Class Management
- Monitoring, Assessment, Recording and Reporting student progress in accordance to targeted learning
- Development of Individualized Education Plans (IEPS) to address student learning needs
- Contribute to extracurricular school activities
- Co-operate with other staff to ensure sharing and the effective use of resources

<ul style="list-style-type: none"> ▪ Participates in weekly or bi-weekly staff meetings ▪ Plan, organize and deliver online learning via the Google Classroom platform when required
ESSENTIAL TEACHING SKILLS
<ul style="list-style-type: none"> • Classroom Management; • Excellent English communication skills both written and oral; • Ability to lead and role model for students; • Ability to set objectives, determine goals and focus on the common goals of student learning; • Time Management; • Ability to prepare lesson plans and units appropriate to the level of students.

ACCOUNTABLE
<ul style="list-style-type: none"> • Accountable to provide quality education within the framework of the KZ education system; • Accountable to ensure students are given the opportunities to achieve their highest potential; • Accountable to ensure that the mission and vision of the school and education system is followed; • Accountable to abide by: the Teacher Code of Ethics, Oath of Confidentiality, General Education Policies and Guidelines and Human Resources Policy.

MANAGERIAL/SUPERVISORY	
Human Resources:	Will be responsible to provide guidance to classroom assistants or support staff assigned to classroom if applicable.
Material Resources:	Oversees and maintains management of classroom materials and textbooks; Ensures adequate materials and equipment are available to deliver program.

ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	<ul style="list-style-type: none">▪ 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:	<ul style="list-style-type: none">▪ The incumbent is required to stay on-site for the lunch period during assigned supervision days;▪ Outdoors during supervision.

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none">• Currently in a Bachelor's Degree in Education program. Completion of degree preferred.or• Bachelor's or Master's Degree (B.A./M.A.) from a recognized University with one or more teachable subjects.

	<p>or</p> <ul style="list-style-type: none"> Currently in an Indigenous Teacher Education program (ITEP). Completion of degree preferred.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> Knowledge and awareness and the KZA culture and community; Knowledge of the Quebec Curriculum; Classroom management; Ability to prepare lesson plans and have a working knowledge of teachers' professional duties and legal liabilities; Knowledge of school policies and procedures; Knowledge of subject(s) or specialization(s) to enable effective teaching.
Abilities:	<ul style="list-style-type: none"> To model good personal and professional conduct; Concentration through periods of frequent interruptions; Good time management; 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:	<ul style="list-style-type: none"> 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 to maintain for duration of employment:	<ul style="list-style-type: none"> Acquire an Enhanced criminal verification for vulnerable populations. Incumbent must not possess any criminal record (s) related to working in the profession; Must undertake the responsibility of maintaining professional development as required; Legally able to work in Canada.
Assets:	<ul style="list-style-type: none"> Knowledge of Kitigan Zibi Algonquin Language and Cultural Values.



JOB OPPORTUNITY

Open until filled

October 2, 2025

POSITION: Elementary French Teacher (1 position)

LOCATION: Kitigan Zibi Kikinamadinan. (KZ School)

WORK SCHEDULE: 35 hours a week. Monday to Friday

TERM: Indeterminate. Full time. Anticipated start date is August 2025.

SALARY: **\$51,461.00 to \$100,246.00**
Salary to be based on experience according to the Quebec English School Salary Scale.

Under the supervision of the School Principal, the Teacher is responsible to deliver quality elementary school curriculum to students according to the approved Education Sector programs. Work includes the evaluation of students, the fostering of a learning environment, classroom management and the development of individualized education plans (IEPs).

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 Health Center (KZHSS).

Contact information:

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

Phone: **819-449-5593** FAX: **819-449-7411**

Location: **KZHSS (Health Center)** - 8 Kikinamag Mikan, Maniwaki, QC J9E 3B4.

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 possess 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.



KITIGAN ZIBI EDUCATION

Elementary Teacher

Job Description

GENERAL INFORMATION

Job Title : Elementary Teacher
Category : Teacher
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 : KZ School Principal
Date of Job Description : October 2025

KZ KIKINAMADINAN MISSION STATEMENT

Kitigan Zibi and Pakinawatik School's mission in cooperation with the Kitigan Zibi community is to create challenging opportunities to educate students in an atmosphere of mutual trust and respect. It is our common mission to inspire students to achieve personal growth and cultural pride, to value lifelong learning, and to become responsible contributing citizens of their community, the Algonquin Nation and society at large

STUDENT LEARNING OUTCOMES

It is Kitigan Zibi and Pakinawatik School's goal to give hope and encouragement to each student to reach his/her full potential academically, emotionally, socially, physically, and spiritually. Kitigan Zibi and Pakinawatik School encourages each student to become a life long learner.

KEY DUTIES

- Responsible to ensure the delivery of quality instructional services
- Grading and conducting student assessments
- Curriculum delivery
- Lesson and unit planning
- Manage discipline in accordance with the school's procedures
- Encourage good practice regarding punctuality, behaviour, standards of schoolwork and homework.
- Planning, Teaching and Class Management
- Monitoring, Assessment, Recording and Reporting student progress in accordance to targeted learning
- Development of Individualized Education Plans (IEPS) to address student learning needs
- Contribute to extracurricular school activities

<ul style="list-style-type: none"> ▪ Co-operate with other staff to ensure sharing and the effective use of resources ▪ Participates in weekly or bi-weekly staff meetings ▪ Plan, organize and deliver online learning via the Google Classroom platform when required.
ESSENTIAL TEACHING SKILLS
<ul style="list-style-type: none"> • Classroom Management; • Excellent English communication skills both written and oral; • Ability to lead and role model for students; • Ability to set objectives, determine goals and focus on the common goals of student learning; • Time Management; • Ability to prepare lesson plans and units appropriate to the level of students.

ACCOUNTABLE
<ul style="list-style-type: none"> • Accountable to provide quality education within the framework of the KZ education system; • Accountable to ensure students are given the opportunities to achieve their highest potential; • Accountable to ensure that the mission and vision of the school and education system is followed; • Accountable to abide by: the Teacher Code of Ethics, Oath of Confidentiality, General Education Policies and Guidelines and Human Resources Policy.

MANAGERIAL/SUPERVISORY	
Human Resources:	Will be responsible to provide guidance to classroom assistants or support staff assigned to classroom if applicable.
Material Resources:	Oversees and maintains management of classroom materials and textbooks; Ensures adequate materials and equipment are available to deliver program.

ENVIRONMENTAL FACTORS	
Psychological and Physical Effort:	<ul style="list-style-type: none">▪ 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:	<ul style="list-style-type: none">▪ The incumbent is required to stay on-site for the lunch period during assigned supervision days;▪ Outdoors during supervision.

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none">• Currently in a Bachelor's Degree in Education program. Completion of degree preferred.or• Bachelor or Masters Degree (B.A./M.A.) from a recognized University with one or more teachable subjects.

	<p>or</p> <ul style="list-style-type: none"> Currently in an Indigenous Teacher Education program (ITEP). Completion of degree preferred.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> Knowledge and awareness and the KZA culture and community; Knowledge of the Quebec Curriculum; Classroom management; Ability to prepare lesson plans and have a working knowledge of teachers' professional duties and legal liabilities; Knowledge of school policies and procedures; Knowledge of subject(s) or specialization(s) to enable effective teaching.
Abilities:	<ul style="list-style-type: none"> To model good personal and professional conduct; Concentration through periods of frequent interruptions; Good time management; 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:	<ul style="list-style-type: none"> 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 to maintain for duration of employment:	<ul style="list-style-type: none"> Acquire an Enhanced criminal verification for vulnerable populations. Incumbent must not possess any criminal record (s) related to working in the profession; Must undertake the responsibility of maintaining professional development as required; Legally able to work in Canada.
Assets:	<ul style="list-style-type: none"> Knowledge of Kitigan Zibi Algonquin Language and Cultural Values.

Contract opportunity: Indigenous Culture Liaison

The City of Ottawa's Arts and Heritage Development Branch is looking to hire an Indigenous Culture Liaison to undertake research and community engagement that will inform the development of a new City of Ottawa Culture Plan, an Indigenous Culture Program, and Public Art Program processes. The feedback obtained from the work of the Indigenous Culture Liaison will shape a new Culture Plan for the City of Ottawa, inform a funding program that will support Anishinabe Algonquin and urban Indigenous cultural initiatives, programming and services, as well as impact the processes and opportunities offered by the Public Art Program.

Successful candidates must be members of a recognized First Nation, Inuit or Métis nation. Priority will be given to Anishinabe Algonquin applicants.

Ideal candidates will have the following knowledge and skills:

- experience working with Indigenous communities
- experience working with Anishinabe Algonquin Nation
- knowledge of urban Indigenous and Anishinabe Algonquin communities in the Ottawa area
- lived experience (e.g., first-hand involvement and/or personal experience) with Indigenous culture and traditional knowledge
- knowledge of organizations supporting Indigenous communities in the Ottawa area
- transportation plan or driver's licence to reach communities

The work to be completed by the Liaison:

- Conduct engagement sessions with communities to identify needs, priorities and challenges as they relate to culture in Indigenous communities
- Compile information gathered from the engagement sessions
- Present the findings to the community for validation
- Share the findings with City of Ottawa's Arts and Heritage Development Branch staff

Timeline to complete this work?

This work will be carried out between October 2025 and March 2026, with a possible extension of this position to further impact the existing processes and opportunities offered by the City of Ottawa Arts and Heritage Development Branch

What does it pay?

This is a temporary, short-term contract of **up to** \$30,000, inclusive of HST, if applicable (not inclusive of an additional extension).

What is the selection process?

All applications will be reviewed by a panel of City staff and/or representatives of the Anishinabe Algonquin Nation and other urban Indigenous communities, as applicable. Applications are to include:

- a CV and/or letter of interest
- successful applicants will be asked for proof of membership or letter of support from the community the applicant is a member of

Short-listed candidates will be invited for an interview and may be asked for references.

How do I apply?

Please send your application to infoculture@ottawa.ca by **Friday, October 17, 2025**. Alternative formats, such as audio/visual applications, will also be accepted.

Questions? Need more information?

If you have any questions about this opportunity, or if you require access and disability accommodations, reach out to Caroline Matt at caroline.matt@ottawa.ca or 613-799-2761.

Offre de contrat : Agent de liaison de la culture autochtone

La Direction de l'avancement des arts et de la mise en valeur du patrimoine de la Ville d'Ottawa cherche à embaucher un agent de liaison de la culture autochtone. Cet agent devra mener des recherches et consulter la communauté afin de définir les orientations d'un nouveau plan culturel pour la Ville d'Ottawa, d'un programme de culture autochtone et des processus pour le Programme d'art public. Les commentaires recueillis grâce au travail de l'agent de liaison de la culture autochtone permettront d'élaborer un nouveau plan culturel pour la Ville d'Ottawa, de créer un programme de financement qui appuiera les initiatives, les programmes et les services culturels de la Nation Anishinabe Algonquine et des Autochtones vivant en milieu urbain, et auront une incidence sur les processus et les possibilités offertes dans le Programme d'art public.

Les candidats retenus doivent être membres d'une nation reconnue des Premières Nations, des Inuits ou des Métis. La priorité sera accordée aux candidatures reçues des membres de la Nation Anishinabe Algonquine.

Les candidats idéaux posséderont les connaissances et compétences suivantes :

- expérience de travail avec des communautés autochtones;
- expérience de travail avec la Nation Anishinabe Algonquine;
- connaissance des communautés autochtones urbaines et les communautés Anishinabe Algonquines de la région d'Ottawa;
- expérience vécue (par exemple, participation directe et/ou expérience personnelle) avec la culture et le savoir traditionnel autochtones;
- connaissance des organismes qui soutiennent les communautés autochtones de la région d'Ottawa;
- plan de transport ou permis de conduire pour se rendre dans les communautés.

L'agent de liaison doit :

- Organiser des séances de consultation pour les communautés afin de cerner les besoins, les priorités et les défis liés à la culture des communautés autochtones.
- Compiler l'information recueillie lors des séances de consultation.
- Présenter les conclusions à la communauté pour validation.
- Présenter les conclusions au personnel de la Direction de l'avancement des arts et de la mise en valeur du patrimoine de la Ville d'Ottawa.

Quel est l'échéancier pour accomplir ce contrat?

Ce contrat se déroulera du mois d'octobre 2025 jusqu'au mois de mars 2026, avec une prolongation possible afin d'améliorer davantage les processus et les occasions existantes offertes par la Direction de l'avancement des arts et de la mise en valeur du patrimoine de la Ville d'Ottawa.

Quelle est la rémunération?

Il s'agit d'un contrat temporaire à court terme d'une valeur maximale de 30 000 \$, comprenant la TVH, le cas échéant (ce montant ne tient pas compte d'une prolongation).

Quel est le processus de sélection?

Toutes les candidatures seront examinées par un comité composé de membres du personnel municipal et/ou des représentants de la Nation Anishinabe Algonquine et d'autres communautés autochtones urbaines, le cas échéant. Les candidatures doivent comprendre :

- un curriculum vitae et/ou une déclaration d'intérêt ;
- les candidats retenus devront fournir une preuve d'appartenance ou une lettre d'appui de la communauté à laquelle ils appartiennent.

Les candidats présélectionnés seront convoqués à une entrevue et pourraient devoir fournir des références.

Comment dois-je poser ma candidature?

Veuillez soumettre votre candidature à infoculture@ottawa.ca au plus tard **le vendredi 17 octobre 2025**. Les candidatures dans d'autres formats (audio ou vidéo) seront également acceptées.





Avez-vous des questions ou désirez-vous plus d'informations?

Si vous avez des questions sur cette offre de contrat, ou si vous avez besoin de mesures d'adaptation en raison d'un handicap, veuillez communiquer avec Caroline Matt par courriel à caroline.matt@ottawa.ca ou par téléphone au 613-799-2761.

ODEKAN - OCTOBER 2025 CALENDAR



Namegosi Kizis - Month of the spawning trout

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>Caregiver's Afternoon Out, Please call in the morning of by 11 am to register your child for the afternoon. 819-449-2702.</p> <p>Migwech</p>			<p>1</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>2</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Curriculum Prep/Cleaning/Home visits</p>	<p>3</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>CLOSED</p>	<p>4</p>
<p>5</p>	<p>6</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>7</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Babies 6months-18 months</p>	<p>8</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>9</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Curriculum Prep/Cleaning/Home visits</p>	<p>10</p> <p>CLOSED Cultural Day</p>	<p>11</p> 
<p>12</p>	<p>13</p> 	<p>14</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Babies 6months-18 months</p>	<p>15</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>16</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Curriculum Prep/Cleaning/Home visits</p>	<p>17</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>CLOSED</p>	<p>18</p> <p>Odekan Halloween Scavenger Hunt</p> <p>For children 0-6yrs old 1:00-3:30pm Details in the flyer</p>
<p>19</p>	<p>20</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>21</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Babies 6months-18 months</p>	<p>22</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>23</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Curriculum Prep/Cleaning/Home visits</p>	<p>24</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>CLOSED</p>	<p>25</p>
<p>26</p>	<p>27</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>28</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Babies 6months-18 months</p>	<p>29</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Caregiver's Afternoon Out 1:00—3:00 pm Ages 15 months-3yrs old</p>	<p>30</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>Curriculum Prep/Cleaning/Home visits</p>	<p>31</p> <p>Sagabigoni Program 8:30—11:30 am</p> <p>CLOSED</p> 	

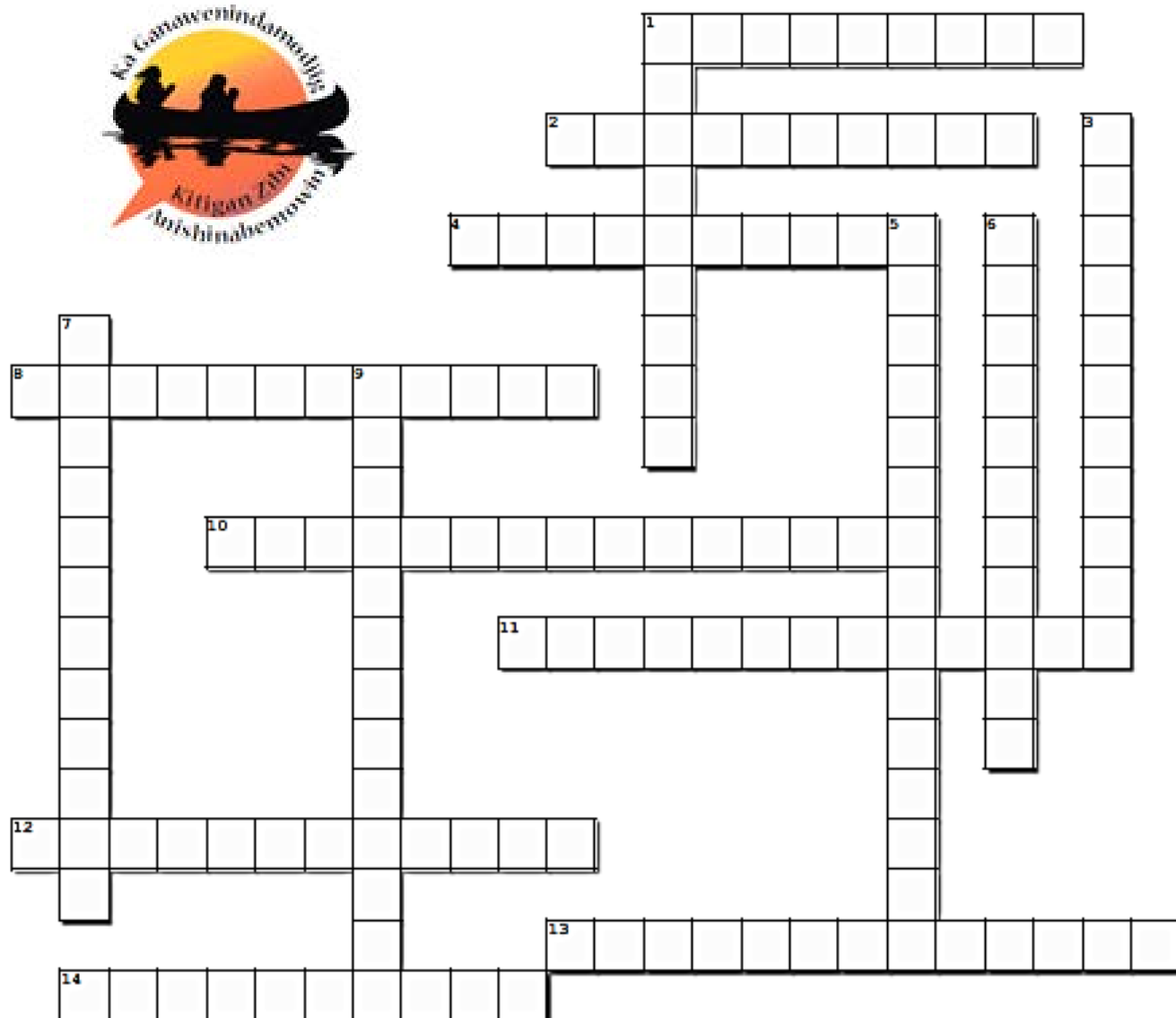
367 Paganakomin Mikan
Maniwaki, Quebec J9E 3B1
Tel: (819) 449-2702
Fax: (819) 449-3361



Any questions contact:
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Odekan Headstart Coordinataor
Email: katrina.whiteduck@kza.qc.ca

October Grammar Contest

Fill in the Crossword and drop it off at the Cultural Center or email it to odaminowin2021@gmail.com for your chance to win one of \$100 gift cards before October 28th.



Created using the Crossword Maker on TheTeachersCorner.net

nigì dayekoze nigì dàkoz nigì dijà nigì chibàkwe nigì podawe nigì tashkihise nigì dōdāmin
nigì dōdamitā nigì nibà nigì nigam nigì namadab nigì wìsin nigì pimose nigì minikwe nigì –
wewebinābi

Across

1. I was going
2. I was singing
4. I was eating
8. I was drinking
10. I was splitting wood
11. I was tired
12. I was sitting
13. I was cooking
14. I was sick

Down

1. I was sleeping
3. I was making fire
5. I was fishing
6. I was walking
7. I was playing
9. I was working

GRAMMAR NOTE

These sentences are all in First person – Past.

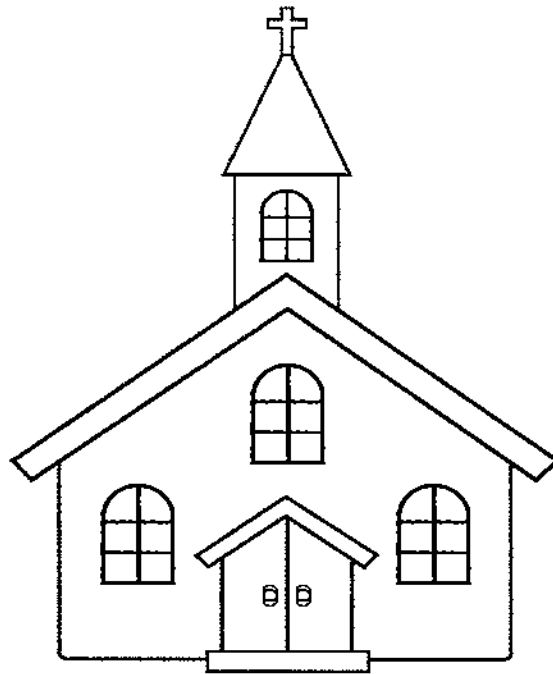
The grammar frame is:

Nigì _____ (verb) _____.

HOLY ROSARY

OCT.5 /25

11: 00 AM



**Mass for Verena Rae Jerome, 1st Anniversary from
her mother.**

Hubert family from Pierre Chartrand & Marthe Hubert.

Andre Gagnon from family & friends.

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...

DATE: OCTOBER 25

TIME 9:00 PM TILL
THE WITCHING HOUR

**EERIE GAME and
COSTUME CONTEST
with WICKED PRIZES!**

Come for the love.. stay for the chaos.

*the Game who
dranotic off*

LOCATION: AT THE HALL

Tickets \$10.00 | Contact Shan or Adam on Messenger

EMT: e.gorman90@outlook.com

OUR PHARMACISTS

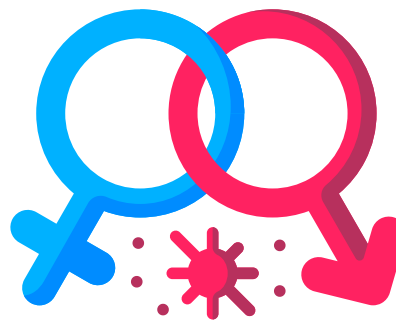
can prescribe for **38+** minor conditions



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Dysmenorrhea

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Mon- Tue: 8:30 AM - 6:00 pm
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First Nations Human Resources Development
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Congratulations!

Aiyana Badger

\$2000
COMMUNITY PRIZE

Winner!!

Winner was randomly selected using the wheel of names following the band meeting on.

**SATURDAY
SEPTEMBER 27, 2025**