

KITIGAN ZIBI ANISHINABEG

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

GENERAL BAND MEETING AGENDA JUNE 13, 2026 FROM 9:30AM TO NOON AT THE COMMUNITY HALL

- 1) REPORT ON HYDRO NEGOTIATION FOR PAST DAMAGES
- 2) MOU WITH NCC RE; LEBRETON LANDS AND POTENTIAL PARTNERSHIP WITH SENATORS
- 3) AVAILABLE QUEBEC BUSINESS LOAN FUND
- 4) REPORT ON RECENT NUCLAR DUMP COURT RULING
- 5) FEE SIMPLE ISSUE REGARDING TITLE LANDS (RECENT COURT RULING)
- 6) REPORT ON ALCOHOL TAX REFUND ISSUE
- 7) FORESTRY POSSIBLE PARTNERSHIP WITH DOMTAR REGARDING MANIWAKI SAWMILL
- 8) POTENTIAL ADDING IN OUR LAND TITLE LAWSUIT THE LIEVRE AND COULONGE RIVER DAMS WHICH ARE OWNED BY BROOKFIELD
- 9) DISCUSSION WITH LOMIKO FOR A POTENTIAL GRAPHITE MINE ON KZ TERRITORY
- 10) NOMINATION FOR CHIEF AND COUNCIL JULY 4, 2026
- 11) VARIA



Production Silviculture 2026

The Natural Resource and Wildlife Office is currently accepting completed application forms for production silviculture.

All silviculture workers must be knowledgeable of all tree species in our area and of the different types of silviculture prescriptions including plantation thinning, pruning, beech control and pre-commercial thinning.

Workers are required to provide the following:

- Reliable transportation to and from work site before contract starts. If driving, a valid driver's license is required.
- All required safety equipment (which is reimbursed \$4/day) to start the contract.
- All equipment required to carry-out production silviculture operations.

All employees must be able to work the mandated hours, maintain production levels, ensure high level of quality and be able to stay in camps.

We will select our candidates based on the KZA preferential hiring policy, experience, previous quality, production levels, attendance and infractions.

Deadline to apply: June 12 , 2026 @ 12:00 p.m.

Late applications will only be considered if there are places available.

If you are interested in production brush cutting and you have the necessary experience, please submit completed application to **Janet Brascoupe at the Band Office, 1, Paganokomin Mikan, by June 12, 2026 at 12:00 p.m.**

If you have any questions please call Erik Higgins at (819) 449-5170 ext. 1800 or email at Erik.Higgins@kza.qc.ca



PRODUCTION SILVICULTURE 2026 APPLICATION FORM

Please submit this application form to Janet Brascoupé at the Band Office

Deadline to apply: June 12, 2026 @ 12:00 p.m.

Name: _____

Date of Birth: ____ / ____ / ____

Dd Mm Yy

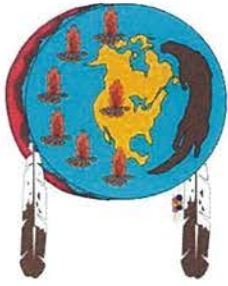
Telephone number/s: (h): _____ **(cell):** _____

Please ensure that these are numbers where you can be reached.

**1. Please describe your relevant Production Silviculture experience.
If you have not worked for KZA production brush cutting before,
please provide references.**

2. Do you have your own reliable transportation?
Yes ____ No ____

3. Please list who you will be travelling with.



KITIGAN ZIBI ANISHINABEG

P.O. Box 309, Maniwaki, QC J9E 3B1 Tel: (819) 449-5270 Fax: (819) 449-5673

Tree Giveaway

When: Friday, June 12, 2026

Time: 9 a.m. – 12:00 p.m.

Where: **Forestry Office**

Rules:

No reservations

First come & First served

Trees available:

Minahig – White Spruce

Pakwanagemag – Red Pine

Winisik – Yellow birch

Shingwàk – White pine

Ininatig – Sugar Maple



Bottle Water Delivery Service to KZA Community Employment Opportunity



Start Date: As soon as possible

Position Title: Full-time Bottle Water Delivery Service

Work Hours: 6 hours per day, 2 days/week (Optional)

Salary: \$650.00 Cash for 2 days' work

Job Description:

- Be responsible to make home deliveries over a 2-day period. *The delivery scheduled could be flexible and could be decided by the delivery person at the beginning of their employment. The delivery schedule of Tuesday & Wednesday is optional, however, your 2 days' delivery must be maintained weekly and throughout your position. The bottle delivery must begin by 10 am on both days.*
- Under no circumstance can your weekly delivery be cancelled. You must understand *Bottle Water Services is essential to the community. Therefore it will be very important to have a backup contingency plan in case an unforeseen occurs to you or your vehicle.*
- The individual must show proof of a standard valid driver license.
- Must show proof of his / her own vehicle(s) ownership and insurance, for which the home deliveries will be completed with.
- Must cover their own gasoline and maintenance expenses.
- Person must be in good physical condition to lift a minimum of 300 to 400 bottles per week. These are the 18 & 11 liter water bottles.
- Must have a cell phone that the delivery person can be reached throughout his / her weekly deliveries.

Note: This opportunity is non-negotiable.

This employment opportunity is for cash money, therefore there are no payroll deductions such as CSST, EI, QPIP, Pension Plan, etc. All interested individuals need to contact Patrick Dumont Jr. at 819-441-7149 or forward an email to pat.dumont@outlook.com as soon as possible.

Algonquin College

YOUR FUTURE OUR MISSION OTTAWA CAMPUS

Join a **Great Team!**

A welcoming workplace awaits



Your Skills Matter

Valuing diverse perspectives



Explore New Opportunities

Careers, training, and growth



Building Relationships

Working together with community



Join a Great Team!

A welcoming workplace awaits



Career Opportunities

- Explore employment opportunities in administration, student services, skilled trades, technology, health sciences, and education.
- Visit the Algonquin College Careers website for current job post.



Supporting Indigenous Learners

- Access Indigenous student services, cultural programming, and dedicated support resources.
- Learn in an environment that respects Indigenous cultures, knowledge, and traditions.



Community Connections

- Connect through community outreach, events, and partnership initiatives.
- Explore opportunities that support education, skills development, and career pathways.



IDEA Commitment

Inclusion, Diversity, Equity & Accessibility

Learn more about our
IDEA initiatives at [Inclusion & Diversity](#)



Ready to Explore Opportunities?

Visit our Careers site today:
<https://www.algonquincollege.com/careers/>
Email: Talent@algonquincollege.com

Forbes
2026

CANADA'S
BEST EMPLOYERS
POWERED BY STATISTA




Full-time Senior Marketing Automation Specialist

Apply

 Ottawa Campus

 Full time

 Posted Yesterday

 R175956

Please Note: If you are a current Algonquin College employee, apply to this job via the Workday application.

Department:

Marketing

Position Type:

Full-Time Support

Salary Range:

\$40.39-\$46.64-Hourly

Scheduled Weekly Hours:

36.25

Anticipated Start Date:

July 20, 2026

Length of Contract:

n/a

Posting Information

Support Staff employees, as defined by the full-time Support Staff Collective Agreement, will be given first consideration.

Posting Closing Date:

June 23, 2026

Please note: jobs are posted until 11:59 pm on the job closing date.

Land Acknowledgment:

Algonquin College campuses in Ottawa, Perth and Pembroke are located on the traditional unceded, and unsurrendered territory of the Anishinàbe Algonquin People. The Algonquin People have inhabited and cared for these lands since time immemorial. We take this time to express our gratitude and respect to them and to the land for all that it has provided and will continue to provide.

Job Description:

Marketing automation and digital marketing are critical components of Algonquin College's communication, education and strategic enrolment efforts. As part of the Digital Communications Team, the Senior Marketing Automation Specialist is the expert the College relies upon to provide the leadership, insight and experience necessary to increase engagement and conversion throughout our learner lifecycle, providing strategic guidance to the College's marketing automation and digital marketing efforts.

The incumbent will be responsible for optimizing the College's marketing automation instance and processes, utilizing Adobe Marketo, as well as developing, implementing and evaluating comprehensive strategic email communications projects and nurture engagement campaigns. They will develop inbound and outbound email marketing strategies that utilize dynamic segmentation, and predictive content measures. They will also analyze data, perform A/B testing, provide oversight of data integrity and hygiene, and share evidence-based insights and industry best practices that support continuous improvement efforts and ensure a strong return on investment.

Leveraging strong project planning, business analysis and technical and communication skills, the incumbent will provide guidance and expert support to the Marketing team, while working closely with cross-functional teams across the College. They are responsible for managing the learner lifecycle, ensuring that overall College email communications, from the prospect stage through to registered and returning student, support strategic enrolment management strategies including recruitment and retention, and is delivered in a consistent, effective and coordinated manner.

The incumbent must stay current on emerging digital communications methods, platforms and technologies, in order to help raise the College's digital "institutional IQ", as well as making appropriate recommendations as trends in the industry evolve. The incumbent will provide ongoing benchmarking and analysis of market and competitive landscapes, along with innovative approaches to building the College's public digital profile for current and future students, as well as other external stakeholders. This includes integration of social media within customer relationship management (CRM) strategies to optimize the power of social interactions to get closer to our learners.

Required Qualifications

- Three (3) year diploma/degree or equivalent in Business, Marketing, Technology, Communications or a directly related field of study. *Equivalent combination of relevant education and work experience may be accepted in place of formal education.*
- Minimum five (5) years' of experience in a marketing automation role, performing market analysis, researching industry trends and communication platforms;
- Minimum two (2) years' of experience working with an online integrated Client Relationship Management (CRM) system or MAP SaaS application;
- Adobe Certified Expert - Adobe Marketo Engage Business Practitioner (formerly Marketo Certified Expert) credential considered an asset;
- Demonstrated experience acting as project or team lead and delivering presentations to stakeholder groups;
- Strong attention to detail with the ability to work within tight timelines;
- Demonstrated ability to multi-task, prioritize and simultaneously coordinate a variety of unrelated activities;
- Familiarity with campaign tracking and measurement tools;
- Experience working and collaborating in a team environment;
- Superior written and oral communication skills;
- Self-motivated with strong interpersonal and conflict resolution skills;
- Experience working with multiple stakeholders;
- Advanced proficiency with Word, Excel and PowerPoint.

* This position is paid at Payband I

* Vacancy is for P02165

This position is eligible for hybrid work in conjunction with the College's Flexible Work Arrangement Policy.

<https://www.algonquincollege.com/policies/hr26/> (subject to change).

This position is subject to the terms of the Full-Time Support Staff Collective Agreement:

https://www.algonquincollege.com/hr/files/2019/04/2018-2022_college_support_ft.pdf

Why Join Algonquin College?

- **Compensation:** Many roles offer a competitive base salary and comprehensive benefits, including health, dental, and retirement plans designed to support your well-being. *Eligibility for benefits vary by position.* [Benefits | Careers](#)
- **Learning and Development Opportunities:** Access to training, tuition assistance programs (Algonquin College [Courses](#) and [Degree Completion](#)), certifications, workshops, and professional

courses that allow you to grow and advance in your career.

[About Us | Employee Learning and Development](#). *Availability depends on role and employment status.*

- **Company Culture:** Our values of caring, learning, integrity, and respect define how we interact with one another. We foster a supportive and collaborative environment. Algonquin College has been recognized by Forbes as one of Canada's Best Employers for 2025 and one of Canada's Best Employers for Diversity for 2024
- **Inclusion, Diversity, Equity, and Accessibility (IDEA):** We are proud to be the first Ontario college to implement an Equity, Diversity, and Inclusion policy, fostering an inclusive workplace where all employees feel respected and valued.
[Affinity Group Conversation Communities | Inclusion & Diversity](#) & [Truth and Reconciliation](#)
- **Flexible Work Arrangement Policy.** Select positions are eligible for hybrid work in accordance with the College's Flexible Work Arrangement Policy <https://www.algonquincollege.com/policies/hr26/> (*subject to change*).

How We Use AI in Hiring:

Algonquin College uses artificial intelligence technology to assist in screening and assessing applicants and their applications, while ensuring that all processes respect and uphold the provisions of applicable collective agreements above all else.

Accessibility:

Algonquin College values diversity and is an equal opportunity employer. We are committed to fostering an inclusive, equitable, and culturally respectful workplace. We offer an inclusive work environment and encourage applications from candidates of all backgrounds, including Indigenous peoples, persons with disabilities, members of racialized groups, and individuals from diverse communities. If you require accommodation during the recruitment process, please contact the Human Resources department at humanresources@algonquincollege.com. While we thank all those who apply, only those to be interviewed will be contacted.

About Us





JOB OPPORTUNITY

Open until filled

May 6, 2026

POSITION:	Community Health Nurse
LOCATION:	Kitigan Zibi Health and Social Services
WORK SCHEDULE:	35 hours a week
TERM:	Indeterminate – Full Time (6-month probationary period)
SALARY:	Level 7 (range based on experience)
DUE DATE:	Open until filled

Under the supervision of the Nurse in Charge, the Community Health Nurse provides comprehensive and culturally appropriate nursing care for eligible clientele, which is comprised of health assessments/intervention, community based public health promotion/education and referrals; provided in connection with family support/involvement and through various community resources/partnerships.

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 Human Resources Department.

Contact information:

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

Phone: 819-315-0667 ext. 1601

Location: Human Resources Department – 315 Fafard Street, 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.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

Community Health Nurse Job Description

GENERAL INFORMATION

Job Title : Community Health Nurse
Category : Professional
Sector : Kitigan Zibi Health & Social Services
Location : Kitigan Zibi Health Center or as designated by Director
8 Kikinamage Mikan, Maniwaki Quebec
Terms : Full Time–Indeterminate
Hours : 35 hours per week
Salary : KZA Salary Scale Level 7
in accordance with the KZA *Human Resource Policy*
Immediate Supervisor : Nurse Team Leader
Date of Job Description : August 2024

KZHSS MISSION STATEMENT

Kitigan Zibi Health and Social Services offer 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

With the functional support, guidance and supervision provided by the Nurse Team Leader, the Community Health Nurse carries out a Community Health service as outlined by the Community Health Program Policies and Procedures for KZHSS. The Community Health Nurse provides comprehensive and culturally appropriate nursing care for eligible clientele, which is comprised of health assessments/intervention, community based public health promotion/education and referrals; provided in connection with family support/involvement and through various community resources/partnerships.

KEY DUTIES

The nursing practice within Kitigan Zibi is delivered within the Nursing Framework for Practice within Law 90 and *l'Ordre des Infirmiers et Infirmieres du Quebec* (Nurses Code of Ethics), 17 reserved activities for nurses.

Service Responsibilities:

Under the direction, guidance and supervision provided by the Nurse Team Leader, the Community Health Nurse is responsible for:

- a. planning and delivering community health programs, taking into account the physical, social, spiritual, mental and environmental factors which influence each individual, family and community;
- b. delivering an immunization program in accordance to the Protocol Immunization Quebec and the KZHSS Immunization Policy and Procedures. Also, ensuring to maintain a communicable disease-reporting program in collaboration with Nurse Team Leader;

- c. delivering the following community health programs in accordance with the KZHSS Community Health Service Policy and Procedure Manual (Preconception Health, Prenatal Health, Maternal Newborn, Infant and Preschool, School Health, and Community Health Services);
- d. delivering community health services in group or individual settings such as the community health facility, the community hall, the community schools, home visits and/or other designated community sites;
- e. developing and maintaining positive relationships with the individuals, families, the KZHSS staff and the leaders of the community and clarifying KZHSS Service policies and professional requirements when required;
- f. supporting the KZHSS in the development of safe efficient health facilities/operations; and,
- g. meeting with or communicating via telephone with physicians, other nurses, nurse practitioners, optometrists, dentists, other health staff, and hospital authorities or other agencies involved in the care of KZA's community members on a regular basis and as required.

Jointly, with the Health Team, and in accordance to the terms and conditions of any protocols developed, the Community Health Nurse is responsible for:

- h. developing an annual community work plan based on the organizational strategic plan and reviewing and reporting on its progress annually; and,
- i. participating in the ongoing quality assurance process.

Community Health Programs

A) Preconception Health Services :

- a. establishing liaison between the program and school staff;
- b. providing service to all child bearing adults;
- c. providing an annual standardized preconception health curriculum to KZES as per KZHSS Community Health Service Policy and Procedures; and,
- d. with a prescriber's license, offer smoking cessation program to all child bearing adults. Offering Contraception to those who are eligible.

B) Prenatal Health Services

- a. providing extra support to pre-natal individuals considered "at risk" (as identified by the Prenatal Screening Form) and ensuring regular exams by their physician and/or Midwife are received;
- b. providing monthly prenatal screening and assessment clinics;
- c. conducting an in-depth family assessment on any "at risk" prenatal clients, their support and family; collaborating with other teams within KZHSS for support;
- d. providing a standardized prenatal class to all child bearing individuals of any age who are pregnant;
- e. provision of the Nutrition Voucher Incentive Program to those who are eligible; and,
- f. contraception, Smoking Cessation program with prescriber's license.
- g.

C) Maternal and Newborn Health Services

- a. receiving a referral from CISSSO/Ontario/ other health facilities on all birthing persons and their newborns post discharge;
- b. working in collaboration with local midwife for postnatal follow-ups;
- c. providing post-natal information and consultations to parents;
- d. providing extra support to newborns considered "at risk" and ensuring they receive regular exams by their physicians, and/or, midwives;
- e. performing overall newborn health assessments based on the maternal/newborn risk assessment;
- f. providing health education and information to individuals and groups on subjects pertaining to child safety, child care, nutrition, breast/chest feeding, parenting, family planning, appropriate regular clinics, group sessions and/or making home visits as required;
- g. delivering an immunization program to ensure all newborns and infants are immunized as required where applicable;
- h. conducting follow up assessments using the ABCDaire Screening Tool and making referrals as necessary;
- i. provision of the ABCDaire Growth & Development and Nutrition Voucher Incentive Program; and,
- j. contraception, Smoking Cessation program with prescriber's license.

D) Infant and Pre-School Health Services

- a. participating in pre-school health screening clinics using approved Developmental Screening Tools (ABCDaire);
- b. conducting necessary screening for preschoolers (e.g. vision, hearing, and any others considered necessary) and completing initial health assessments when required;
- c. delivering an immunization program to ensure all preschoolers are adequately immunized;
- d. providing health education and information to parents regarding their child's health status; where appropriate;
- e. conducting follow up and referring internally to other service providers within KZHSS, and/or external service providers as needed; and,
- f. provision of the ABCdair Growth & Development and Nutrition Voucher Incentive Program.

E) School Health Services

- a. Establishing liaison and conducting an annual teacher/staff in-service for communicable and infectious disease management and control;
- b. Conducting necessary screening for students (e.g. vision, hearing, and any others considered necessary) and performing health assessments when required;
- c. Monitoring the immunization status of all students attending the on-site community school; providing immunizations in school for eligible classes following the PIQ guidelines.
- d. Providing health education and information to the parents regarding their child's health status;
- e. Obtaining health history, making referrals internally to visiting health professionals (family doctor, GMF nurse, therapist) and external when necessary with consent of parent.
- f. Providing health teachings such as: nutrition, chronic conditions, sex education, etc.
- g. Contraception, Smoking Cessation program with prescriber's license.

F) Community Health Services

- a. provide health screening clinics to assist in identifying chronic diseases; provides teachings on preventing chronic health conditions;
- b. provide health education for chronic disease management to individuals or groups;
- c. assessing physical and social needs of chronically ill adults; following up, monitoring and making necessary referrals when required;
- d. coordinating and delivering routine immunization clinics as per KZHSS Community Health Services Immunization Program, PIQ Immunization Guidelines & Provincial Standards;
- e. ensuring the provision of a TB control program, utilizing First Nations and Inuit Health Branch (FNIHB) and KZHSS protocol to implement regular Tuberculin Skin Testing; liaising with physicians and completing recommended follow up;
- f. provides urgent and non-urgent essential primary health care services (e.g. minor procedures such as prescribed injections, suture removal with prescription, minor wound care);
- g. advocates for client needs and facilitates access to other health services by establishing linkages with appropriate service providers; referrals to appropriate care beyond the scope of nursing practice, assistance with obtaining health records from other service providers;
- h. treatment centre referrals in collaboration with NNADAP program;
- i. referring to foot care services when applicable;
- j. assisting with community health education displays monthly;
- k. assisting with community health promotion and prevention activities; and,
- l. monitors immunization storage, maintenance and ensures proper precautions and protocols are followed to avoid vaccine cold chain break (e.g. records fridge temperature twice daily).
- m. Assists with the bloodwork clinic

Other Responsibilities

Under the direction of the Nurse Team Leader, the Community Health Nurse is responsible for:

- a. reporting to the Nurse Team Leader on all matters pertaining to the Community Health programs;
- b. completing and submitting weekly, monthly, quarterly and annual statistics, correspondence and reports; preparing and submitting immunization statistical data. Completing all communicable disease reports and ensuring all data is submitted to Nurse Team Leader;
- c. completing and submitting an annual community prioritized work plan according to approved format; participating in the annual review and update;
- d. maintaining complete, accurate, and timely charting using the electronic health record system (Medesync);
- e. ensuring safekeeping of over the counter medications, supplies and vaccines;
- f. participating in community health meetings when necessary;
- g. participating in professional meetings, conferences, seminars, and reviewing professional literature for continuing development;
- h. providing Community Health Educational In-services to KZHSS employees, Community Health Service Workers;
- i. reporting on material learned at training seminars attended;
- j. meeting and planning as a team player with KZHSS team members; and,
- k. providing guidance, field experience and supervision of student from nursing faculties when required.

Organizational Responsibilities

As a representative of KZHSS, the Employee is responsible for:

- a. reflecting and interpreting the KZHSS Vision, Mission and Core Values in his/her own work with enthusiasm and commitment;
- b. acting in accordance with relevant legislation and Policies, Standards and Procedures;
- c. proposing changes within KZHSS that would improve the quality of service to Anishinabe children, families and community;
- d. developing and maintaining respectful, cooperative working relationships to contribute to the integrated, seamless delivery of services to Anishinabe children, families and communities;
- e. understanding their role and responsibility in maintaining a safe workplace and reducing workplace injuries;
- f. applying Anishinabe culture, values, traditions and teachings into programming where possible;
- g. ensuring accuracy, confidentiality and safekeeping of agency records; and,
- h. participating in annual Performance appraisals.

ACCOUNTABILITY

The Community Health Nurse is accountable:

- a. for following the Medical Directives set out by KZHSS and CISSSO collaboration;
- b. for following all policies, standards and procedures set out by KZHSS & KZA; and,
- c. for maintaining relevant nursing knowledge, skills and leadership competence through continuing education

To the professional governing bodies (Ordres des infirmieres et infirmiers du Quebec).

KNOWLEDGE AND SKILLS

- Theories, principles, and practices of current effective Nursing techniques (e.g. administering vaccines), case management, medication management, infection prevention & control, and adherence to all components of the nursing framework for practice within KZHSS.
- Knowledge of provincial communicable disease prevention and management protocols (e.g. P.I.Q - *Protocole d'immunisation du Quebec*) and database reporting systems; (e.g. SI-PMI - *systeme d'information en protection des maladies infectueuses*).
- Effective interpersonal communications skills, ability to build rapport with others.
- Ability to be honest, non-judgmental, and non-intrusive, and to work as a team.
- Ability to maintain professionalism, discretion and confidentiality at all times.
- Able to uphold and promote KZHSS values, philosophy, ethics and integrity.
- Knowledge of relevant Occupational Health and Safety standards and Accreditation Canada standards.
- Knowledge of all relevant KZA/KZHSS policies: KZA Code of Ethics, KZHSS Code of Professional Ethics, KZHSS Policies and Procedures Manual, KZA Human Resources Manual.
- Knowledge of governing provincial and federal legislative, regulatory and policy requirements specific to the delivery of Health and Nursing programs in the province of Quebec, including but not limited to Privacy Laws, the Nurses Act, Law 90, An Act to Amend the Professional Code, as well as standards, guidelines, and policy positions of the Ordre des Infirmiers et Infirmieres du Quebec (e.g. Nurses Code of Ethics).

CONTACTS

- Maintains positive relationships with clients in providing community health nursing program and service delivery through family-centered practice.
- Maintains effective working relationships with local health providers and community agencies to make referrals.
- Collaborates with co-workers, and other community front line workers by participating in multidisciplinary initiatives such as the development of community strategic documents (e.g. pandemic/emergency preparedness plan).
- Networks with external/internal partners to provide evidence-based services and activities for community mobilization; collaborates with the Public Health Protection, First Nations and Inuit Health Branch (FNIHB), Public Health Agency of Canada (PHAC), le Centre intégré de santé et de services sociaux de l'Outaouais (CISSSO) and other regional health care agencies in delivery of usual and emergency programs (e.g. pandemic response planning, mass immunizations, Communicable Disease Control and Management).
- Advocates for clients and coordinates referral to appropriate provincial secondary and tertiary levels of care such healthcare providers /institutions and therapeutic services (e.g. psychologist), and internal/external health, social, and education programs.
- Liaises and networks with local service providers. (e.g. Maniwaki Hospital/CLSC, institutions, educational facilities, government agencies, health care agencies/facilities)

MANAGERIAL/SUPERVISORY

Human Resources:	<ul style="list-style-type: none"> ▪ Delegates duties to non-medical staff in compliance with Law 90 (i.e. students)
Financial Resources:	<ul style="list-style-type: none"> ▪ Not applicable in this position.
Material Resources:	<ul style="list-style-type: none"> ▪ Ensures doctors/nurses medical clinics are fully stocked and maintained, and that equipment is properly disinfected and sterilized. ▪ Ensures protection and confidentiality of client medical files and sensitive healthcare information.

ENVIRONMENTAL FACTORS

Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ Manages medium to high level stress and multi-tasks daily; ▪ Uses proper ergonomic techniques to carry or lift heavy objects; ▪ 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"> ▪ Required to participate in KZHSS administrative/operational tasks (e.g. sitting on an interview board). ▪ Required to attend professional workshops, staff meetings, workplace safety training within KZA and may be required to travel outside of the community. ▪ Variable workplace setting includes clinic, client homes, and within the community. ▪ Required to use the KZHSS vehicle. ▪ The incumbent of this position may come into contact with communicable diseases, and body fluids such as vomit, blood, spittle, urine and feces.

INCUMBENT QUALIFICATIONS

Education and Experience	<ul style="list-style-type: none"> ▪ Bachelor's Degree in Nursing from a recognized public post-secondary University
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	<p><i>or at a minimum:</i></p> <ul style="list-style-type: none"> ▪ College Diploma in Nursing from a recognized public post-secondary college with one year of relevant work experience. ▪ Current registration with l'Ordre des Infirmieres et Infirmiers du Quebec or eligibility to acquire immediate registration. ▪ Must take Immunization Certification course upon hiring and attend mandatory training sessions.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> ▪ Knowledge and understanding of Indigenous health concerns and issues, and the ability to apply knowledge and skill in the development and implementation of programs to address identified needs. ▪ Knowledge of Anishinabe culture and issues affecting Anishinabe children and families in Kitigan Zibi.
Abilities:	<ul style="list-style-type: none"> ▪ Monitoring and reporting skills. ▪ Ability to communicate orally and in writing in English. ▪ Ability to manage staff and financial resources. ▪ Computer literacy skills conducive to the office environment. <p>Skills/Abilities</p> <ol style="list-style-type: none"> a. adaptability and ability to establish and sustain a multidisciplinary team approach to integrated service delivery; b. ability to apply ethics of nursing practice in decision making; c. willingness to adapt to the changing demands of the position; d. ability to demonstrate initiative, optimism, discretion, tact, self-assurance, dependability, and leadership; e. excellent interpersonal, written and verbal communication skills, including proficiency in computer applications, especially Microsoft Office; f. problem-solving and leadership skills; g. ability to maintain confidentiality and be an example of professionalism, as identified by KZHSS; h. ability to follow direction and work within the policies, procedures and the vision, mission and core values of KZHSS; and, i. ability to provide coverage to all Health programs where appropriate training has been provided and where required qualifications, skills and abilities are met. <p>NOTE: This job description is not intended to be all-inclusive. The employee may perform other related duties as required to meet the ongoing needs of the organization.</p>
Personal Suitability:	<ul style="list-style-type: none"> ▪ Discretion and diplomacy; ▪ Reliability; ▪ Ability 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;

	<ul style="list-style-type: none"> ▪ Ability to establish and maintain effective working relations with multiple stakeholders. ▪ Willingness to receive updated training. ▪ Ability to work outside of work hours if required.
Certification/Licenses to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ Must maintain licensing with the <i>Ordre des infirmiers et infirmières du Québec</i> and the nursing functions of the <i>Profession d'infirmières ou d'infirmiers du Québec</i>; <ul style="list-style-type: none"> ○ Each nurse must participate annually in a minimum of 20 hours of continuous education that is in direct relation to the nurse's professional practice. ▪ 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. ▪ Prescribers license or ability to obtain prescriber's license.
Assets:	<ul style="list-style-type: none"> ▪ Ability to communicate in French ▪ Ability to communicate in Algonquin.



JOB OPPORTUNITY

1st Posting

June 5, 2026

POSITION:	Crisis Response Coordinator
LOCATION:	Kitigan Zibi Health and Social Services
WORK SCHEDULE:	35 hours a week
TERM:	Contract (one year with potential for extension based on funding)
SALARY:	Level 7 (range based on experience)
DUE DATE:	June 19, 2026

The Crisis Response Coordinator is responsible for developing, implementing, and coordinating a culturally grounded, community-based crisis response network within Kitigan Zibi Anishinabeg. This role focuses on strengthening community readiness, enhancing coordinated responses to mental health, substance use, and grief-related crises, and supporting prevention through land-based and culturally informed approaches. The coordinator works across programs, sectors, and partnerships to ensure timely, compassionate, and effective responses rooted in Anishinabe values, while supporting both formal service providers and informal community helpers.

PREAMBLE

If you are interested in applying for this position and can demonstrate that you meet the mandatory requirements, please forward the following: a cover letter, updated resume, copies of your degrees and/or diplomas/certificates, three (3) work references, and any documentation supporting that you meet the required qualifications. A police reference check will be required if you are considered for the position. Please provide your job application package to the attention of Myra Dumont, Human Resources Advisor, at the Human Resources building by **June 19, 2026 at 11:00 AM (EST)**.

Contact information:

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

Phone: 819-315-0667 ext. 1601

Location: Human Resources Department - 315 Fafard Street, Maniwaki, QC J9E 3B4

Only persons meeting the mandatory requirements will be considered for an interview. Failure to provide all required documentation before the deadline will result in an incomplete application. Preference will be given to Kitigan Zibi Anishinabeg Band members in accordance with the Kitigan Zibi Anishinabeg Preferential Hiring Policy. Applicants must possess the required qualifications at the time of the deadline. KZA reserves the right to recruit the most suitable and competent candidate(s) who can best serve the interests of KZA and provide quality services to its members among those who successfully pass the interview process.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

Crisis Response Coordinator

Job Description

GENERAL INFORMATION

Job Title : Crisis Response Coordinator
Category : Technical
Sector : Kitigan Zibi Health & Social Services
Location : Health Centre (8 Kikinamage Mikan)
Terms : Contract (one year with potential for extension based on funding)
Hours : 35 hours per week
Salary : KZA Salary Scale Level 7 (Range negotiable)
Immediate Supervisor : KZHSS Director or Designee
Date of Job Description: April 2026

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 Crisis Response Coordinator is responsible for developing, implementing, and coordinating a culturally grounded, community-based crisis response network within Kitigan Zibi Anishinabeg. This role focuses on strengthening community readiness, enhancing coordinated responses to mental health, substance use, and grief-related crises, and supporting prevention through land-based and culturally informed approaches. The Coordinator works across programs, sectors, and partnerships to ensure timely, compassionate, and effective responses rooted in Anishinabe values, while supporting both formal service providers and informal community helpers.

KEY DUTIES

Crisis Response Coordination

- Coordinate timely, culturally safe responses to mental health, substance use, and crisis situations.
- Mobilize appropriate supports, including internal staff, Elders, and external partners.
- Support follow-up and continuity of care after crisis situations.

Network Development & Oversight

- Establish and maintain a community-based Crisis Response Network, including staff, Elders, and natural helpers.
- Develop and manage an on-call rotation model to ensure consistent coverage.
- Create and maintain clear protocols, roles, and communication processes.

Training & Capacity Building

- Coordinate training in crisis intervention, trauma-informed care, harm reduction, and safety.
- Support skill development among staff and community helpers.
- Promote self-care and wellness practices within the response network.

Partnerships & Collaboration

- Build and maintain working relationships with internal sectors and external service providers.
- Support coordination and information sharing across partners.
- Assist in developing formal or informal service agreements where appropriate.

Outreach & Cultural Supports

- Coordinate mobile outreach and after-hours response, including use of vehicles and supplies.
- Support integration of cultural approaches, including access to Elders, ceremony, and land-based healing.
- Contribute to prevention and wellness activities that strengthen community readiness.

Administration & Reporting

- Maintain accurate records of activities and services.
- Monitor progress and support reporting requirements.
- Contribute to development of protocols and tools to support program sustainability.

KNOWLEDGE AND SKILLS

- Demonstrates knowledge of and adherence to KZA and KZHSS policies and procedures, including the KZHSS Policies and Procedures Manual, KZA Human Resources Manual, KZA Code of Ethics, and KZHSS Professional Code of Ethics.
- Flexible and able to quickly adapt to new situations.

MANAGERIAL/SUPERVISORY

Human Resources:	Contractual personnel
Financial Resources:	Follow KZA Finance Procedures for purchasing.
Material Resources:	Responsible to monitor and maintain inventory of materials.

ENVIRONMENTAL FACTORS

Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ Works collaboratively as part of a team and independently as required. ▪ Responds to high-stress, emotionally demanding situations involving crisis, trauma, and grief. ▪ Maintains professionalism, sound judgment, and composure in urgent or unpredictable circumstances. ▪ On-call and after-hours response as required.
Working Conditions:	<ul style="list-style-type: none"> ▪ Indoor and outdoor work in varying weather conditions, including community-based and land-based settings. ▪ Exposure to emotionally sensitive or potentially distressing situations. ▪ Regular travel within the community for outreach, crisis response, and events. ▪ May require extended or irregular hours. ▪ May be required to use a KZHSS vehicle.

INCUMBENT QUALIFICATIONS	
Education and Experience	<ul style="list-style-type: none"> ▪ Diploma, certificate, or training in social services, mental health, addictions, or a related field; or equivalent combination of education and experience. ▪ Demonstrated experience in crisis intervention, mental health, addictions, or community-based support services. ▪ Experience working with First Nations communities and/or knowledge of Indigenous approaches to wellness is considered an asset. ▪ Experience coordinating programs, teams, or community-based initiatives is considered an asset.
INCUMBENT COMPETENCIES	
Knowledge:	<ul style="list-style-type: none"> ▪ Knowledge of crisis intervention principles, trauma-informed care, and mental health and addictions supports. ▪ Understanding of harm reduction approaches, including overdose/drug poisoning response and naloxone use. ▪ Understanding of confidentiality, professional ethics, and safe service delivery practices. ▪ Strong problem-solving and troubleshooting skills. ▪ Knowledge and awareness and the KZA culture and community.
Abilities:	<ul style="list-style-type: none"> ▪ Ability to work independently and as part of a team. ▪ Strong interpersonal and relationship-building skills. ▪ Ability to exercise sound judgment, discretion, and maintain confidentiality. ▪ Ability to follow direction while also demonstrating initiative and leadership when required. ▪ Ability to manage multiple responsibilities with attention to detail and organization.
Personal Suitability:	<ul style="list-style-type: none"> ▪ Exercises discretion, diplomacy, and maintains confidentiality. ▪ Demonstrates reliability and consistency in attendance and performance. ▪ Maintains professionalism and respect in interactions with participants, families, colleagues, and community members. ▪ Builds and maintains positive working relationships within a team setting.
Certification/Licenses to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ Valid driver's license; must meet insurability requirements for operating a band vehicle (minimum three years driving experience and 21 years of age). ▪ Criminal record check required; must not have any convictions incompatible with the responsibilities of the position and must maintain this standard throughout employment. ▪ Medical certificate of good health, if required. ▪ Valid First Aid and CPR certification, or willingness to obtain within three (3) months of hire. ▪ Adheres to all workplace health and safety policies, procedures, and protocols.



JOB OPPORTUNITY

1st Posting

June 5, 2026

POSITION:	Crisis Response Support Worker (2)
LOCATION:	Kitigan Zibi Health and Social Services
WORK SCHEDULE:	35 hours a week
TERM:	26 weeks
SALARY:	\$24.97/hour
DUE DATE:	June 19, 2026

The Crisis Response Support Worker provides front-line, culturally safe support to individuals and families experiencing mental health, substance use, grief, or crisis-related situations. Working under the direction of the Crisis Response Coordinator, this role assists with immediate response, outreach, and follow-up support, while contributing to prevention and wellness activities grounded in Anishinabe values. The Support Worker plays a key role in building trust with community members, supporting access to services, and contributing to a coordinated, compassionate response to crisis situations.

PREAMBLE

If you are interested in applying for this position and can demonstrate that you meet the mandatory requirements, please forward the following: a cover letter, updated resume, copies of your diplomas/certificates, three (3) work references, and any documentation supporting that you meet the required qualifications. A police reference check will be required if you are considered for the position. Please provide your job application package to the attention of Myra Dumont, Human Resources Advisor, at the Human Resources building by **June 19, 2026, at 11:00 AM (EST)**.

Contact information:

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

Phone: 819-315-0667 ext. 1601

Location: Human Resources Department - 315 Fafard Street, Maniwaki, QC J9E 3B4

Only persons meeting the mandatory requirements will be considered for an interview. Failure to provide all required documentation before the deadline will result in an incomplete application. Preference will be given to Kitigan Zibi Anishinabeg Band members in accordance with the Kitigan Zibi Anishinabeg Preferential Hiring Policy. Applicants must possess the required qualifications at the time of the deadline. KZA reserves the right to recruit the most suitable and competent candidate(s) who can best serve the interests of KZA and provide quality services to its members among those who successfully pass the interview process.



KITIGAN ZIBI HEALTH & SOCIAL SERVICES

Crisis Response Support Worker (2) Job Description

GENERAL INFORMATION

Job Title : Crisis Response Support Worker
Category : Technical
Sector : Kitigan Zibi Health & Social Services
Location : Health Centre (8 Kikinamage Mikan)
Terms : Contract (26-weeks)
Hours : 35 hours per week
Salary : 24.97/hour
Immediate Supervisor : KZHSS Director or Designee
Date of Job Description: April 2026

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 Crisis Response Support Worker provides front-line, culturally safe support to individuals and families experiencing mental health, substance use, grief, or crisis-related situations. Working under the direction of the Crisis Response Coordinator, this role assists with immediate response, outreach, and follow-up support, while contributing to prevention and wellness activities grounded in Anishinabe values. The Support Worker plays a key role in building trust with community members, supporting access to services, and contributing to a coordinated, compassionate response to crisis situations.

KEY DUTIES

Crisis Response Support

- Provide front-line support during crisis situations, including mental health, substance use, and grief-related events.
- Assist in mobilizing appropriate supports, including staff, Elders, and external services.
- Support individuals and families in a calm, respectful, and non-judgmental manner.
- Participate in follow-up and ongoing support as directed.

Outreach & Community Support

- Conduct outreach and wellness checks within the community.
- Support mobile and after-hours response as required.
- Assist in connecting individuals to appropriate services and supports.
- Build relationships with community members to promote trust and engagement.

Cultural & Wellness Support

- Support access to cultural practices, including connection to Elders, ceremony, and land-based activities.
- Assist with delivery of prevention and wellness programming.
- Encourage culturally grounded approaches to healing and recovery.

Team Collaboration

- Work collaboratively with the Crisis Response Coordinator and network members.
- Follow established protocols and direction during crisis response situations.
- Participate in team meetings, debriefings, and training activities.

Administration & Documentation

- Maintain accurate and timely documentation of services and interactions.
- Follow confidentiality and information-sharing protocols.
- Assist with basic reporting and tracking of activities.

KNOWLEDGE AND SKILLS

- Demonstrates knowledge of and adherence to KZA and KZHSS policies and procedures, including the KZHSS Policies and Procedures Manual, KZA Human Resources Manual, KZA Code of Ethics, and KZHSS Professional Code of Ethics.
- Flexible and able to quickly adapt to new situations.

MANAGERIAL/SUPERVISORY

Human Resources:	Not applicable
Financial Resources:	Not applicable
Material Resources:	Not applicable

ENVIRONMENTAL FACTORS

Psychological and Physical Effort:	<ul style="list-style-type: none"> ▪ Works collaboratively as part of a team and independently as required. ▪ Responds to emotionally demanding situations involving crisis, trauma, and grief. ▪ Maintains professionalism and composure in urgent or unpredictable circumstances. ▪ On-call and after-hours response as required.
Working Conditions:	<ul style="list-style-type: none"> ▪ Indoor and outdoor work in varying weather conditions, including community-based and land-based settings. ▪ Exposure to emotionally sensitive or potentially distressing situations. ▪ Regular travel within the community for outreach, crisis response, and events. ▪ May require extended or irregular hours. ▪ May be required to use a KZHSS vehicle.

INCUMBENT QUALIFICATIONS

Education and Experience	<ul style="list-style-type: none"> ▪ High school diploma or equivalent. ▪ Experience supporting individuals or families in community-based or helping roles.
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INCUMBENT COMPETENCIES

Knowledge:	<ul style="list-style-type: none"> ▪ Basic knowledge of crisis response, trauma-informed care, and mental health and addictions supports.
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	<ul style="list-style-type: none"> ▪ Awareness of harm reduction approaches, including overdose/drug poisoning response. ▪ Understanding of confidentiality, professional ethics, and safe service delivery practices. ▪ Knowledge and awareness of KZA culture and community.
Abilities:	<ul style="list-style-type: none"> ▪ Ability to work independently and as part of a team. ▪ Strong interpersonal and relationship-building skills. ▪ Ability to exercise sound judgment and maintain confidentiality. ▪ Ability to follow direction and respond appropriately in crisis situations. ▪ Ability to manage multiple responsibilities with attention to detail and organization.
Personal Suitability:	<ul style="list-style-type: none"> ▪ Demonstrates empathy and respect. ▪ Exercises discretion, diplomacy, and maintains confidentiality. ▪ Demonstrates reliability and consistency in attendance and performance. ▪ Maintains professionalism in all interactions. ▪ Builds and maintains positive relationships within the community.
Certification/Licenses to maintain for duration of employment:	<ul style="list-style-type: none"> ▪ Valid driver's license; must meet insurability requirements for operating a band vehicle (minimum three years driving experience and 21 years of age). ▪ Criminal record check required; must not have any convictions incompatible with the responsibilities of the position and must maintain this standard throughout employment. ▪ Medical certificate of good health, if required. ▪ Valid First Aid and CPR certification, or willingness to obtain within three (3) months of hire. ▪ Adheres to all workplace health and safety policies, procedures, and protocols.



CURRICULUM AND VIDEO RESOURCE DEVELOPMENT

Project Overview:

Kitigan Zibi Health and Social Services (KZHSS) is seeking proposals from qualified individuals to develop a curriculum and accompanying resources addressing topics related to addictions, grief, and crisis support. The target audience is meant for community members who do not have a formal educational background in addictions or social work, but who are recognized as “natural helpers”, those who step up during times of crisis within the community. The goal of these resources is to support them, as they support others.

The project will involve developing engaging video-capsules, a user-friendly Workbook/Journal, and Curriculum Guide. These resources will reflect the values, knowledge, and lived experiences of Kitigan Zibi Anishinàbeg, will be strengths-based, and centered on traditional ways of knowing alongside evidence-based approaches.

Background:

KZHSS is committed to improving the health, safety, and well-being of its members through culturally grounded, community-led health initiatives. In alignment with the goals of the federal *Emergency Treatment Fund*, KZHSS is actively working to strengthen community crisis-response capacity, particularly as it relates to addictions, overdose, and the broader social challenges that affect community members and those who care for them.

Currently, capacity for crisis-response is limited. KZHSS is exploring innovative ways to develop a network of individuals, professionals and paraprofessionals alike, and partnerships with external resources that can be mobilized during critical situations in the community that evoke emotional responses and collective grief. As part of this larger initiative, KZHSS will concentrate on providing support systems and mentorship to “natural helpers” within the community.

Scope of Work:

The selected individual(s) will be responsible for developing and delivering three (3) types of resources:

1. **Video Capsules** (6-10 videos)

A series of short video capsules centred on storytelling and lived experience. Videos should be engaging, culturally grounded, and accessible to a general community audience.

Content will include interviews with willing community members, past and present, who are:

- working with persons struggling with addictions (e.g. NNADAP workers, Treatment Centre workers, Social Workers);
- Cultural Resource persons (e.g. Elders and Knowledge Keepers);
- Persons open to sharing their experience with addictions, or helping family members.
- Any other relevant professionals or paraprofessional contributions, if possible.

Topics may include, but are not limited to: grief and loss, healthy boundaries, self-care, compassion fatigue, community and collective healing.

2. Community Member Journal

A practical, accessible workbook designed for community members with no formal training in addictions or social work. The workbook will include:

- Content aligned with the video capsules
- QR codes linking directly to the accompanying video capsules
- Helpful tips and self-reflection questions
- A quick-reference guide to community and regional resources

All written materials must align with evidence-based principles, but should be written in plain and simple language, and free of clinical jargon.

3. Curriculum Guide

A structured curriculum to accompany the workbook and video capsules, suitable for use in group or workshop settings. The curriculum will support facilitators to deliver the content in a meaningful and culturally safe way.

Proposal Requirements:

Interested individuals are invited to submit proposals addressing the following:

- Overview of **qualifications and/or relevant experience** in curriculum development, and/or resource creation (e.g. videos, tools).
- **Proposed** approach: description of how the work will be carried out and how community input will be integrated throughout the process.
- **Timeline/Workplan**: A proposed schedule outlining key milestones and deliverables.
- **Budget proposal** detailing the cost estimates for conducting the evaluation, including any anticipated expenses (e.g. communications, travel, etc.), compensation and/or honorarium.

Submission Instructions:

Proposals must be submitted electronically no later than **June 26, 2026 at 12:00pm** to Victoria Tenasco, Director of Health and Social Services at victoria.tenasco@kza.qc.ca. Please include "Curriculum & Video Resource Development RFP" in the subject line. Late submissions will not be considered.

Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

- Demonstrated experience
- Clarity and feasibility of the proposed methodology and approach.
- Alignment with the project objectives and scope of work.
- Ability to deliver high-quality, actionable recommendations.
- Cost-effectiveness and value for money.

Contact Information:

For inquiries or to submit proposals, please contact:

Victoria Tenasco, Director
Kitigan Zibi Health and Social Services
8 Kikinamage Mikan
Maniwaki, QC J9E 3B1
Email: victoria.tenasco@kza.qc.ca
Phone: 819-449-5593

Disclaimer:

This Request for Proposal (RFP) does not ensure a contract award. KZES reserves the right to reject any or all proposals received in response to this request. The proposer is accountable for all costs associated with preparing and submitting proposals.



WE WELCOME ALL TO A KZHSS

SUMMER COMMUNITY FEAST

***** PLEASE BE ADVISED OF DATE CHANGE *****

SATURDAY, JULY 18, 2026 | 5PM TO 7PM

COMMUNITY HALL

To honour the change in seasons and the abundance of the berry harvest, bringing us together as one community to share, connect, and support one another.

The background of the poster is a vibrant illustration of a summer camp scene. It features a bright yellow sun in a blue sky with white clouds, green trees, a blue lake, and a campsite with an orange tent, a campfire, and a backpack. The text is overlaid on this scene.

SUMMER DAY CAMP

Registration Due June 19
Drop off at Ode Building

Day Camp at 7:30 and will end at
4:30 from Monday to Thursday.

CAMP WILL RUN
JUNE 29TH- AUG 7TH 2026

Location: Youth Centre
If interested, call 819-449-2323

Max taking 70 Kids

**REGISTER
NOW!**



DAY CAMP 2026

Camper Registration Form

(PLEASE COMPLETE A FORM FOR EVERY CAMPER)

Please circle which camp your child will attend:

Young Day Camp
6 to 9 years old

Older Day Camp
10 to 12 years old

Camper's Personal Information <u>PLEASE PRINT INFORMATION</u>	Child Pick-up List <u>PLEASE PRINT INFORMATION</u>
<p style="text-align: center;">Camper's Name</p> <p>First Name: _____</p> <p>Last Name: _____</p>	<p>1 - Name of person: Relation:</p> <p>Tel (Home): Tel (Work): Cell:</p>
<p>Age: _____</p> <p>Birth Date (MM/DD/YY): _____</p>	<p>2 - Name of person: Relation:</p> <p>Tel (Home): Tel (Work): Cell:</p>
<p style="text-align: center;">Parent/Guardian Information (First Contact for any concerns or emergencies)</p> <p>Name (Mom/Dad/Guardian): _____</p> <p>BEST Contact Phone Number: _____</p>	<p>3 - Name of person: Relation:</p> <p>Tel (Home): Tel (Work): Cell:</p>
<p style="text-align: center;">Parent/Guardian Information (Second Contact for any concerns or emergencies)</p> <p>Name (Mom/Dad/Guardian): _____</p> <p>BEST Contact Phone Number: _____</p>	<p>4- Name of person: Relation:</p> <p>Tel (Home): Tel (Work): Cell:</p>



Health Information
PLEASE PRINT INFORMAITON

1- Health Card Number **** (If there is no health card number given for your child, your child will not be able to attend Camp)****:

2- Food Allergies:

3- Other Medical Information:

4- I give permission to the Camp Workers to apply:

Sunscreen (Banana Boat Waterproof spray 50SPF) Yes No

Bug Spray (OFF Family Care 15% Deet) Yes No

5- I give permission for the Camp Workers to take pictures & videos of my child(ren) (for K.Z.H.S.S. promotional purposes ONLY):

Yes No

6- Will your child(ren) be allowed to be transported by K.Z.H.S.S.?

Yes No



General Information
PLEASE PRINT INFORMATION

1-Do you have any concerns about your child in regards to any of the following (Special needs, Medical, Behavioral, Emotional, Developmental, Physical, Social, Eating ADD, ADHD) If so, please explain:

2- Will your child be restricted from participating in any camp activities:

Yes No If yes, please explain:

3- Does your child have any previous camp experience?

Yes No

Parent (Guardian) Print Name: _____

Parent (Guardian) Signature: _____

Date: _____



Family Wellness Walk & Picnic



Enjoy the
outdoors, exercise
and a picnic!
All families welcome!

 **Friday - June 12, 2026**

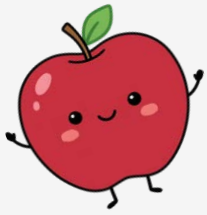
 **12pm to 1 pm**

 **Community walkway by the daycare**

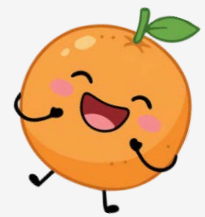
Sandwiches, juice, water and snacks will be served.



FAMILY WELLNESS
FOR PARENTS WITH YOUNG CHILDREN - 0 TO 12 YRS. OLD



DIABETES PREVENTION BINGO



WITH NUTRITIONIST MARIE-EVE GAGNE

WEDNESDAY - JUNE 24, 2026

4:00 TO 7:00 PM

ÒDE WÌDÒKÀZOWIN ACTIVITY ROOM

SUPPER AND BEVERAGES PROVIDED.

PRIZES FOR PARENTS AND CHILDREN

FRUITS, VEGETABLES, GIFT CARDS, AND TEAS

TO SIGN UP, PLEASE CALL KAREN AT ÒDE WÌDÒKÀZOWIN:

819-449-2323 EXT. 2808





KZHSS SPORTS & RECREATION

★ SENIOR GOLF ★

MONDAY - JUNE 15TH, 2026

TEE TIME: 2:00PM
AT CLUB DE GOLF ALGONQUIN

TO REGISTER, PLEASE CALL
COLTEN OR KANE: 819-449-2323

**WHATS
COVERED:**
ROUND OF 9
WITH CART
DRINK
SNACK



SENIORS COME ON OUT AND ENJOY
AN AFTERNOON OF GOLF!

Òde Wìdòkàzowin
Youth Wellness + Sports & Recreation

TEEN GOLF NIGHTS

FOR AGES:
13-19

← Club de Golf Algonquin

TUESDAY
JUNE 16TH, 2026

TEE TIMES:
5:30 PM - ONWARDS

TRANSPORTATION PROVIDED:
DROP OFF & PICK UP AT
YOUTH CENTRE

WHAT'S COVERED:
9 HOLES, CART, DRINK, & SNACK
**** RENTALS NOT INCLUDED ****

LIMITED SPACES (16 SPOTS)
REGISTER WITH COLTEN, KANE, OR ANNIE AT
819-449-2323 EXT: 2811, 2812, OR 2807





Bounce Party

**BOUNCY HOUSE ACTIVITY
FOR CHILDREN WITH SPECIAL NEEDS
AND THEIR FAMILIES**

SUNDAY MORNINGS

STARTING JUNE 7TH-JUNE 21ST

10AM-12PM

AT ÒDE WÌDÒKÀZOWIN

148 PAGANAKOMIN MIKAN

SANDWICHES AND DRINKS WILL BE PROVIDED

**FOR MORE INFORMATION PLEASE CONTACT
KRISTY ODJICK - INCLUSIVE CARE WELLNESS WORKER**

819-449-2323 EXT. 2814



Coffee & Crafts



Wednesday Mornings
Starting June 3rd - June 24th

9am - 12 pm

Youth Centre or
Òde Wídòkàzowin Activity Room
148 Paganakomin Mikan

We invite all parents to join us for coffee, simple crafts, and great conversation. Whether you're feeling creative or just want to relax and socialize, our doors are open.

For more information please call Kristy Odjick
819-449-2323 ext. 2814



Medicine Walks

Friday Mornings

9am-12 pm

Starting June 5th to June 26th

Meet at the Ode parking lot at 9:00am

Walk 1 - June 5th: Garlic Picking & Benefits

Walk 2 - June 12th: Labrador & Mint Leaf

Walk 3 - June 19th: Moose Sticks & Golden Thread

Walk 4 - June 26th: Chaga & Yellow Birch

We welcome all parents to come learn about traditional ecological knowledge and herbal remedies for common illnesses. Please dress appropriately for the weather.

For any questions, please call

Kristy Odjick - Inclusive Care Wellness Worker

819-449-2323 ext. 2814





Congratulations

to Albert Dumont on achieving
the 2026 Indspire Award for
Culture, Heritage and Spirituality.

Considered the highest honour the Indigenous community bestows upon its own achievers, the Indspire Awards celebrate excellence across diverse fields and elevate role models for future generations.

Indspire is an Indigenous national charity that celebrates Indigenous excellence and invests in the education of First Nations, Inuit and Métis people for the long-term benefit of these individuals, their families and communities, and Canada.

Kitigan Zibi Education Sector

Kitigan Zibi Education Sector Congratulates Elder Joan Commanda Tenasco on Receiving Honorary Doctorate from the University of Ottawa



Kitigan Zibi Anishinabeg, Quebec — June 10, 2026 — The Kitigan Zibi Education Sector proudly congratulates Elder Joan Commanda Tenasco on receiving an honorary doctorate from the University of Ottawa during the Faculty of Arts convocation program on Monday, June 8, 2026.

This distinguished recognition honours Elder Tenasco's lifelong commitment to the preservation, revitalization, and celebration of Anishinābemowin, the Algonquin language. A respected Algonquin language teacher, translator, educator, and language keeper from Kitigàn Zìbì Anishinàbeg First Nation, Elder Tenasco has dedicated more than 50 years to keeping the language strong, spoken, and passed on to future generations.

For several years, Elder Tenasco has served as an Algonquin language teacher at Kitigan Zibi School, sharing her knowledge with students and inspiring learners of all ages. She helped create songs, stories, games and even mobile apps to make learning fun and accessible. Her work has included producing recordings of Algonquin language songs, supporting language learning through stories and educational resources, and contributing her voice and expertise to many initiatives that bring Algonquin language and culture to life.

In addition to her work in classrooms and community learning, Elder Tenasco provided an audio recording of the oral history of the creation story for the Canadian Museum of History. The recording, titled *The Otter Creation Oral History*, is available through the Canadian Museum of History's Teachers' Zone.

Elder Tenasco continues to support language revitalization as an Algonquin language translator for curriculum development, helping ensure that students and educators have access to meaningful, culturally grounded learning materials. Her contributions have strengthened classroom learning, community knowledge, and the broader movement to protect and revitalize Anishinābemowin.

“On behalf of the Kitigan Zibi Education Sector, we extend our heartfelt congratulations to Elder Joan Commanda Tenasco,” said Gilbert Whiteduck the Director of Education at Kitigan Zibi Anishinabeg. “Her dedication to teaching, translating, recording songs, and sharing the Algonquin language has made a lasting impact on our students, families, and community. This honour recognizes the importance of her work and the legacy she continues to build for generations to come.”

The University of Ottawa announced that honorary doctorates are awarded to individuals whose work and influence have made substantial contributions to their profession, to society, and to the common good. Elder Tenasco’s recognition reflects her outstanding contributions as an Anishinàbekwe, educator, translator, mentor, and respected guardian of the Algonquin language.

The Kitigan Zibi Education Sector celebrates this achievement with pride and gratitude, acknowledging Elder Tenasco’s tireless efforts to keep the Algonquin language alive, vibrant, and accessible for learners today and for future generations.





JOB OPPORTUNITY – 2nd Posting

****CORRECTION****

June 4th, 2026

POSITION: Kitigan Zibi Education Sector School Nurse
LOCATION: Kitigan Zibi School
WORK SCHEDULE: 35 hours a week. Monday to Friday
TERM: Indeterminate. Full time Standard probationary period
SALARY: KZA Salary Scale Level 7 \$65, 678.87 - \$82, 098.59
DUE DATE: June 12, 2026

Under the supervision of the Director of Education, the Education Sector Nurse strengthens and facilitates the educational process by improving and protecting the health status of children and staff by identifying and assisting in the removal or modification of health-related barriers to the learning and teaching process for individual students at the various schools and education sector programs.

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 Human Resources Building by **Friday June 12, 2026, at 11:00 A.M. (EST)**.

Contact information:

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

Phone: **819-315-0667 ext. 1601**

Location: **Human Resources Building** (315 Fafard Street, 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.



KITIGAN ZIBI EDUCATION SECTOR

School Nurse Job Description

GENERAL INFORMATION	
Job Title Category Sector Location Terms Hours Salary Immediate supervisor Date of job description	Nurse Nursing / Healthcare Kitigan Zibi Education Sector (KZES) Kitigan Zibi School (Kikinamadinan) Indeterminate. Standard probationary period 35 hours per week. Monday-Friday As per the KZA salary scale Director of Education April 2026
JOB SUMMARY	
<p>Under the supervision of the Director of Education, the Education Sector Nurse strengthens and facilitates the educational process by improving and protecting the health status of children and staff by identifying and assisting in the removal or modification of health-related barriers to the learning and teaching process for individual students at the various schools and education sector programs.</p>	
RESPONSIBILITIES	KEY DUTIES
Responsible for promoting and protecting the optimal health status of students	<ul style="list-style-type: none"> • Provides health assessments and identifies deviant health findings. • Obtains a health and developmental history. • Screens and evaluates findings of deficit in vision, hearing, scoliosis, growth, etc. • Observes the child for development and health patterns in making nursing assessments and nursing diagnoses. • Promotes and assists in the control of communicable diseases through preventative immunization programs, early detection, surveillance and reporting and follow-up of contagious disease. • Ensures all students are up to date with their immunizations. • Reports all notifiable diseases to the Direction de santé publique in accordance with Quebec public health legislation and protocols. • Communicates effectively with staff and parents/ guardians regarding the health and safety of their child. • Ensures all student health files are up to date with all pertinent information.

<p>Responsible for developing and implementing a health plan</p>	<ul style="list-style-type: none"> • Interprets the health status of pupils to parents and school personnel. • Initiates referrals to parents, school personnel and community health resources for intervention and follow-up. • Provides ongoing health counselling with pupils, parents, school personnel and health agencies. • Recommends and helps to implement modification of education sector programs to meet health related support needs. • Utilises existing health resources to provide appropriate care of students (KZHSS, hospital, CLSC, Paediatrician's office, etc.). • Develops procedures and provides for crisis intervention for acute illness and injury. • Plans and implements education sector management protocols for the child with special needs. • Administers prescribed medication to students following policy. • Ensures that all classroom and facilities within KZES are equipped with First Aid kits and keep fully stocked. • Maintains the nursing clinic/office in an appropriate manner and stocked with necessary medical supplies and equipment.
<p>Responsible to provide health education for students</p>	<ul style="list-style-type: none"> • Participates in health education by teaching students to assume greater responsibility for their own health • Provides direct health education and health counseling to assist students and families in making decisions on health and lifestyles that affect health. • Counsels with students concerning chronic health conditions, mental health issues, diabetes, pregnancy, sexually transmitted diseases and substance abuse, to facilitate responsible decision-making practices. • Serves as a resource person to the classroom teacher and administrator in health instruction. • Orders all materials required for health teaching for all classes. • Provides separate health education classes for Special Education students, to facilitate learning. • Organizes guest speakers to speak with students about health-related issues.
<p>Responsible for participating in research in health-related areas</p>	<ul style="list-style-type: none"> • Engages in research and evaluation of school health services to act as a change agent for school health programs and school nursing practices. • Maintains, evaluates and interprets cumulative health data to accommodate individual needs of students.

Responsible to participate actively with the Odekan (Headstart) Program, the Wazoson (Daycare) Program, KZ and Pakinawatik schools	<ul style="list-style-type: none"> • Assists in the formation of health policies, goals and objectives for the KZ and Pakinawatik schools, Odekan and Wazoson. • Is present at the KZ school daily. Visits the Pakinawatik School, Odekan and Wazoson on a regular basis for health promotion activities and health screening. • Remains available as an "on-call basis" for first-aid, nursing assessments and intervention for Pakinawatik School, Odekan and Wazoson. • Teaches and promotes health for the Odekan program.
Responsible for abiding by the Code of Ethics and nursing legalities.	<ul style="list-style-type: none"> • Works in accordance with the Code of Ethics (KZA), the Code of Ethics of Nurses (Ordre des Infirmières et Infirmiers du Québec) and Standards of Nursing Practice in Québec.
Responsible for performing other related duties as assigned or as requested by the designated supervisor	<ul style="list-style-type: none"> • Participates in staff meetings and committees as mandated • Prepares monthly report of activities to be submitted to the Director of Education. • Acts as a resource person in promoting health careers. • Ensures excellent communication is maintained.

ACCOUNTABILITY	
	<ul style="list-style-type: none"> • Accountable to maintain a professional approach • Accountable to the Director of Education while collaborating with the Principal, Vice-Principal and Wazoson and Odekan program coordinators • Maintains confidentiality with regards to student medical files • Accountable for performing efficient nursing practices for students and the children.

QUALIFICATIONS REQUIRED	
Education and Experience	<ul style="list-style-type: none"> • Graduate of a Canadian College in the field of nursing (College Diploma) and; • Must possess a valid nursing license and must be able to register with L'ordre des infirmières et infirmiers du Québec. • Experience or focused training in public/ community health.
Skills and Knowledge	<ul style="list-style-type: none"> • Able to speak, read and write in English • Willing and able to abide to the professional Code of Ethics • Good knowledge of Algonquin values and traditions.
Conditions of employment require the candidate to	<ul style="list-style-type: none"> • No criminal conviction related to the field of work and maintain throughout employment.

<p>maintain these licences/certifications throughout employment</p>	<ul style="list-style-type: none"> • 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.
<p>Assets</p>	<ul style="list-style-type: none"> • Ability to communicate in Algonquin and/or French an asset.

Father's
Day
June 21st



Father's Day (Dada Kijigad) Scavenger Hunt

Calling all dad's of children 0-6 yrs to participate in our Father's Day Hunt.

How it works: Send us in photos of the following.
Deadline to submit is Thursday June 18th @12pm to
katrina.whiteduck@kza.qc.ca
(Child(ren) need to be included in the pictures as well)

Scavenger hunt pictures:

- Show us something that makes you laugh
- Show us your favourite hang out spot
- Show us some cool rocks you found
- Show us something interesting you found outside together
- Show us a new Anishinabemowin word you learnt together
- Show us the biggest tree you could find

Father's Day prizes will be drawn on CKWE Friday June 19th



Memorandum

To: Education Directors, School Principals, and FNEC Education Representatives
From: Tim Whiteduck, Technology Director
Date: June 3, 2026
Subject: Call for applications – First Nations Skills Link ICT Program 2026-2027

The First Nations Education Council is pleased to announce that funding has been renewed for the **Youth Skills Link ICT Employment program** and is now accepting applications. This is an opportunity for unemployed youth to obtain relevant work experience and training in the field of Information, Communications, and Technologies (ICT) for an employment term of **thirty (30) weeks**. All wages and employment benefits, including training, travel, and daycare support, are refunded through the program. There is a total of 12 Youth employment opportunities available for 2026-27. It should be noted that youth can only participate twice in the programme.

Eligibility: The ICT Skills link is a mentored work placement program which are intended for youth who are between the ages of 18 to 30, are not in school, are unemployed or underemployed, Guidelines are available at; <https://www.sac-isc.gc.ca/eng/1100100033627/1533125289674>.

Training included; Instructor led, Cisco IT Essentials accredited training on computer fundamentals as well as the career skills needed for entry-level entry employment. Two on-site training workshops held in August and December in Quebec City. Online training sessions 3- hours per week (75 hours total).

To register, click on this link: [CEPN - FORMULAIRE PROGRAMME COMPÉTENCE TIC 2026-27 / FNEC - SKILLS LINK ICT PROGRAM FORM.](#) The registration **deadline** is **17 July, 2026**.

Two reports are required, one by mid-training: on **October 16, 2026**, and the final report on **March 31, 2027**.

To maximize distribution across all member communities, the FNEC is limiting one participant per community, but encourage communities to submit a second Youth application. Please do not hesitate to contact Nadine Brunelle (poste: 3500) or myself (poste: 3501) at 418 842-7672 for more information.

Regards,

Tim Whiteduck, IT Director

Encl: Poster



First Nations
Education Council

In association with



Indigenous Services
Canada

YOUTH EMPLOYMENT OPPORTUNITY IN TECHNOLOGY

30-week ICT work experience

ARE YOU BETWEEN THE AGES OF 18 AND 30?
ARE YOU UNEMPLOYED?

WANT TO DEVELOP NEW SKILLS IN TECHNOLOGIES?



APPLICATION DEADLINE:
JULY 17, 2026

In-person training in Quebec City
First session: August 11 to 13, 2026
Second session: December 8 to 10, 2026

Interested?

Please contact your local Education Director,
School Principal or FNEC Representative.

IN LOVING MEMORY OF

Frances & Gail



FRANCES GAGNON

JUNE 26, 1959 –
SEPTEMBER 20, 2025

GAIL GAGNON

MARCH 15, 1957 –
DECEMBER 10, 2025

*Our cherished mother, daughter, sister,
aunt and friend.*

Please join us as we say our final goodbyes
and lay our Nicky and Gail to rest.



JUNE 20, 2026

11:00 AM



Holy Rosary Church for a celebration of life
followed by interment at the Kitigan Zibi Cemetery.



Feast to follow at the
Kitigan Zibi Community Hall.

Everyone is welcome ♥

