

KITIGAN ZIBI ANISHINABEG

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

August 24, 2026

Dear Band Members,

I wish to thank Kitigan Zibi Band Members for my re-election as Chief. It is an honor and privilege to serve our community.

I commit to do my best to ensure accountability and transparency in all community affairs.

As Chief I do not have a veto on Council decision only if there is a split. For the most part our Council makes decisions regarding the administration and political orientation for Kitigan Zibi by consensus whenever possible.

Chief and Council are always ready to meet with you to discuss matters of concern both on and off reserve.

I can be reached by telephone at 819-360-5957 or at the Band Office at 819-449-5170 or by email at jean-guy.whiteduck@kza.qc.ca

Migwech,

Chief Jean Guy Whiteduck

Kitigan Zibi Anishinabeg General Election 2026:

Electoral Officer's Statement of the Votes Report

Kitigan Zibi Anishinabeg (073) Date of Election: August 15, 2026

To be completed by the Electoral Officer after the counting of the votes. The numbers on the Statement of the Votes submitted by Deputy Electoral Officers from other polling stations must be included in the numbers provided on this report. Ensure that the form is signed and witnessed.

Name of Candidate for Chief	Total Number of Votes:
Decontie, Faith	222
McGregor, Gordon	130
Whiteduck, Francine (Frances)	242
Whiteduck, Jean-Guy	283

Name of Candidate for Councilor	Total Votes Received
Brascoupe, Anthony	126
Clarke, Thomas	78
Commanda, Norman Jr.	274
Decontie, Amanda	103
Dube, Shawn	185
McGregor, Gordon	290
Meness, Frank	399
Mitchell, Candice	192
Mitchell, Natasha (Tash)	146
Mitchell, Ryan	104
Odjick, Kristy	257
Odjick, Ricky	162

Smith-Chabot, Mariah	137
Tenasco, Anita	385
Tenasco, Victoria	303
Tolley, Cassandra	114
Wawatie-Chabot, Dara	171
Whiteduck, Celine	472
Whiteduck, Gilbert W.	309
Whiteduck, Lionel	129
Whiteduck, Rae-Anna	217
Whiteduck-Ethier, Jeremy	57

Elected Candidates:

To the Office of Chief: Jean-Guy Whiteduck

To the Office of Councilor:

Name: Gordon McGregor

Name: Meness, Frank

Name: Tenasco, Victoria

Name: Tenasco, Anita

Name: Whiteduck, Celine

Name: Whiteduck, Gilbert W.

Statistical Data:

Number of spoiled ballots for chief: 15

Number of rejected ballots for chief: 76

Number of spoiled ballots for councilor: 11

Number of rejected ballots for councilor: 80

Number of Mail-in Ballot envelopes sent to voters pre-election, as per addresses obtained from KZA Registrar and as requested by Electors prior to August 4, 2026: 2331

Total Number of Mail in Ballots returned including those who voted in person (VIP) before polling Day: 452

Total Numbers of Voters on polling day: 513 (Includes voters who voted VIP with own mailed-in ballots)

Total Number of Ballots cast: 965 or 25.9%

Total Number of Electors: 3713

Total KZA population: 4494

This count was diligently conducted in accordance with the Indian Band Election Regulations (IBER).

Tim Dwozche

**Signature of Electoral
Officer**

[Signature]

SWORN BEFORE me, Dick Ottawa at 2026/08/25.





KITIGAN ZIBI ANISHINABEG

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

REMINDER

WATER AND SEWER INSURANCE

Payments are now being accepted for the years 2026-2027
Water and Sewer Insurance, **due on or before August 28, 2026**. The coverage period is from September 1, 2026, to August 31, 2027.

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

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

Rates for this year are as follows:

<u>Regular Rates</u>		<u>Senior Rates (65 YEARS AND +)</u>	
Water	\$124.00	Water	\$111.00
Sewer	<u>\$124.00</u>	Sewer	<u>\$111.00</u>
Total	\$248.00	Total	\$222.00

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

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

Meegwech for your attention and cooperation.

KZA Community Services





KITIGAN ZIBI ANISHINABEG

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

DATE: _____

I, _____, authorize Kitigan Zibi Anishinabeg to deduct my **Salary / Income security (circle one)** to pay for my 2026/2027 Water and Sewer insurance premiums.

The amount to be deducted is _\$_____ per **week / month (circle one)**.

Please commence the deductions _____.

Address to be insured: _____

***** I understand that if I do not adhere to this agreement, deductions in the amount of 30% will be applied from any source of income until the amount owed is paid in full.**

*****For Income Security and OAS recipients, the arrangement will change to weekly deductions should the recipient commence working.**

Community member

***** The deadline to submit a payment agreements is **August 31, 2026**.**

For employees, arrangements must be entirely paid no later than September 29, 2026, to ensure coverage.

For persons in receipt of Income Security or OAS, the maximum amount of 6 monthly installments, ending no later than January 29, 2027.

The following are the different methods of payment you may use.

- EMT/Interac e-Transfer: payment@kza.qc.ca
***ensure to indicate the address to be insured in the message section
- Debit/Visa/Mastercard (in person only)
- Cheque
- Money Order
- Cash



Scavenger Hunt

the Land, Water and Animals Advisory Committee
invite you all for another Scavenger Hunt in our
Territory

Please Pack and bring with you:

- axe
- empty 4L water bottle
- Algonquin lexicon
- writing pad & pen
- Lunch
- toilet paper
- warm/dry clothes
- binoculars
- camera/cell phone
- empty metal coffee can or kettle

Big Prizes

1st place: \$1,000.00 Gas Gift Card

2nd place: \$750.00 Gas Gift Card

3rd place: \$500.00 Gas Gift Card

Participation prizes also to be
won!!

when: Saturday, August 29, 2026

time: 8:00 am

where we will meet up: Pimàdjiwowigamigong,
agwadjìng/Cultural Center, outside

For further information, feel free to contact LWAAC
Coordinator at:

819-449-5170 or at LWAAC.Coordinator@kza.qc.ca

Amazing Race style



Scavenger Hunt Rules

The Land, Water and Animals Advisory Committee are hosting a Scavenger Hunt Amazing Race Style, out on the land on Saturday, August 29, 2026.

Scavenger Hunt definition is:

- Collecting certain items according to the clues
- Collecting Algonquin words that are associated with each task

Amazing Race Style definition is:

- At each checkpoint, you will need to complete a task that is either physical, verbal, sight or memory.

Here are the Rules:

1. A Minimum of 2 people per team or vehicle, maximum to how many can sit comfortably in the vehicle.
2. Follow the speed limits, your time will be recorded from 1 checkpoint to the next.
3. Ensure you have a full tank of gas at the beginning of the Scavenger Hunt.
4. We ask that you dress appropriately, a good pair of walking shoes are highly recommended.

If you require further information, feel free to contact the LWAAC Coordinator at: 819-449-5170, ext: 1850 or at LWAAC.Coordinator@kza.qc.ca

Fall Pontoon Ride for KZ Seniors at Big Cedar Lake

Come and join the Land, Water and Animals Advisory Committee for Pontoon Rides and Fall Feast.

When: As soon as the leaves show their pretty colors

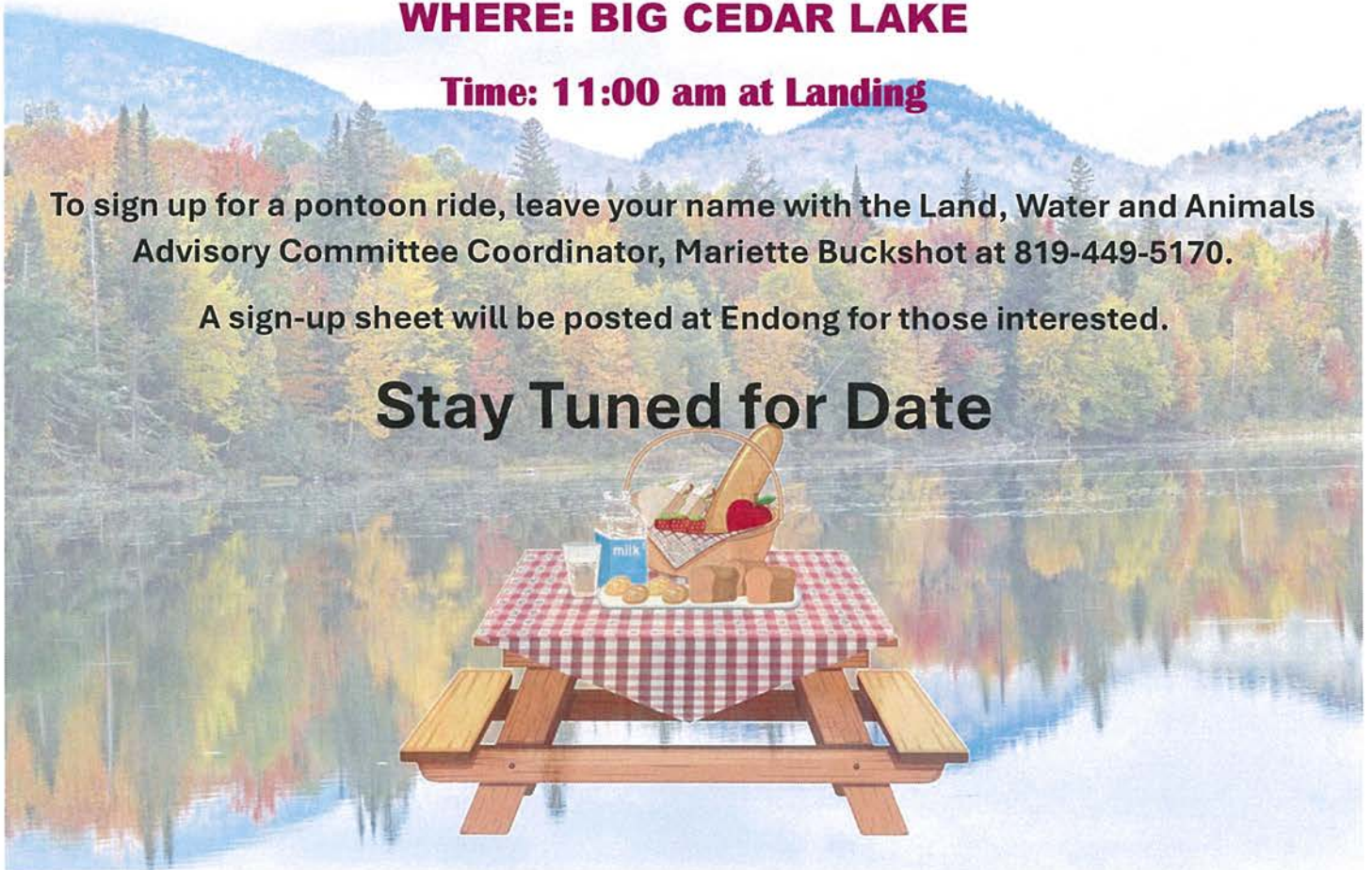
WHERE: BIG CEDAR LAKE

Time: 11:00 am at Landing

To sign up for a pontoon ride, leave your name with the Land, Water and Animals Advisory Committee Coordinator, Mariette Buckshot at 819-449-5170.

A sign-up sheet will be posted at Endong for those interested.

Stay Tuned for Date



For further information, feel free to contact LWAAC Coordinator at 819-449-5170 or LWAAC.Coordinator@kza.qc.ca





JOB OPPORTUNITY

Open until filled

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 Team Leader, 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 Kikinamag 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 Infirmières du Québec* (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 ABCDaire 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 infirmières 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 - *système d'information en protection des maladies infectieuses*).
- 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 Infirmières du Québec (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:	▪ Delegates duties to non-medical staff in compliance with Law 90 (i.e. students)
Financial Resources:	▪ Not applicable in this position.
Material Resources:	▪ 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:	▪ 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:	▪ 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	▪ Bachelor's Degree in Nursing from a recognized public post-secondary University <i>or at a minimum:</i> ▪ College Diploma in Nursing from a recognized public post-secondary college with one year of relevant work experience. ▪ Current registration with l'Ordre des Infirmières 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:	▪ 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:	▪ 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. Skills/Abilities 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. 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.

Personal Suitability:	▪ 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; ▪ 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:	▪ 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>; ○ 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:	▪ Ability to communicate in French ▪ Ability to communicate in Algonquin.



JOB OPPORTUNITY

(OPEN TO UNTIL FILLED)

POSITION:	Community Health Nurse (Maternal and Child Health)
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 Team Leader, 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: 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 (Maternal and Child Health) Job Description

GENERAL INFORMATION

Job Title : Community Health Nurse (Maternal and Child Health)
Category : Professional
Sector : Kitigan Zibi Health & Social Services
Location : Kitigan Zibi Health Center
 8 Kikinamag 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 : February 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

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 Infirmières du Québec* (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.

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 ABCDaire 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).

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 Infirmières du Québec (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:	▪ Delegates duties to non-medical staff in compliance with Law 90 (i.e. students)
Financial Resources:	▪ Not applicable in this position.
Material Resources:	▪ 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:	▪ 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:	▪ 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, spit, urine and feces.

INCUMBENT QUALIFICATIONS	
Education and Experience	▪ Bachelor's Degree in Nursing from a recognized public post-secondary University <i>or at a minimum:</i> ▪ 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:	▪ 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:	▪ 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. Skills/Abilities 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. 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.
Personal Suitability:	▪ 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; ▪ 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:	▪ 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>; ○ 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:	▪ Ability to communicate in French ▪ Ability to communicate in Algonquin.



JOB OPPORTUNITY

3rd Posting

August 26, 2026

POSITION:	Crisis Response Support Worker (1)
LOCATION:	Kitigan Zibi Health and Social Services
WORK SCHEDULE:	35 hours a week
TERM:	26 weeks
SALARY:	\$24.97/hour
DUE DATE:	September 9, 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 **September 9, 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 Kikinamag 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:	▪ 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:	▪ 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	▪ High school diploma or equivalent. ▪ Experience supporting individuals or families in community-based or helping roles.
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INCUMBENT COMPETENCIES

Knowledge:	▪ Basic knowledge of crisis response, trauma-informed care, and mental health and addictions supports.
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	▪ 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:	▪ 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:	▪ 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:	▪ 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.

FAMILY WELLNESS

FISHING IN MESSINES



**FOR PARENTS WITH YOUNG CHILDREN
(UNDER 12YRS)**



FRIDAY – SEPTEMBER 11, 2026



**4:30 PM–6:30 PM
SUPPER INCLUDED**



**PISCICULTURE MESSINES
107, ROUTE 105**

- **Fishing equipment provided**
- **2 fish per family**



To register or get more info, call Karen at 819-449-2323 ext. 2808

Need a ride? Call as soon as possible.

There are only 5 spots available for transportation.



ÒDE WÌDÒKÀZOWIN PROGRAM CALENDAR

SEPTEMBER – KÀKONE KÌZIS 2026

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

1
Walking Group:
12-1pm
Teen Golf: 5:30pm

2
Fitness First: 9-
11am
Softball: 6-8pm

3
Walking Group:
12-1pm
Volleyball: 6-8pm

4
Fitness First: 9-
11am
Apple picking:
1:30-3:30pm

5

6
ÒDE KÌJIGĀD
FAMILY DAY

7
LABOUR
DAY

8
Walking Group:
12-1pm
Teen Golf: 5:30pm

9
Fitness First: 9-
11am
Softball: 6-8pm

10
Walking Group:
12-1pm
Volleyball: 6-8pm

11
Fitness First:
9-11am
Fishing in Messines:
4:30-6:30pm

12

13

14
Fitness First:
9-11am
Senior Golf: 2pm

15
Walking Group:
12-1pm
Teen Golf: 5:30pm

16
Fitness First: 9-
11am
Softball: 6-8pm

17
Walking Group:
12-1pm
Volleyball: 6-8pm

18
Fitness First: 9-
11am

19

20

21
Fitness First:
9-11am
Senior Golf: 2pm

22
Walking Group:
12-1pm
Teen Golf: 5:30pm

23
Fitness First: 9-
11am
Softball: 6-8pm

24
Walking Group:
12-1pm
Volleyball: 6-8pm

25
Fitness First: 9-
11am

26

27

28
Fitness First:
9-11am
Senior Golf: 2pm

29
Walking Group:
12-1pm
Teen Golf: 5:30pm

30
NATIONAL DAY
FOR TRUTH AND
RECONCILIATION

For more information, please contact Òde:
819-449-2323

Each employee's extension number is listed
next to their name.

Inclusive Care:
Kristy (2814)
Sports & Recreation:
Colten (2812)
Kane (2811)

Family Wellness:
Karen (2808)
Youth Wellness:
Annie (2807)



Family Wellness

Apple Picking

FOR PARENTS OF PRESCHOOL CHILDREN

FRIDAY - SEPTEMBER 4, 2026

1:30 pm - 3:30 pm

Meet at Ode at 1 pm

**VERGER MERLEAU
72, CH. PAUL, BOUCHETTE**

To register, please call Karen at

819-449-2323 ext. 2808

(15 spots available)

Need a ride? Call as soon as possible.





Nicholas Stevens Centre

September 2026

Calendar



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Painting Art Therapy 	2 BJJ Gym	3 Apple Theme Arts/Crafts	4 Shawville Fair	5
6	7 HOLIDAY	8 Cooking Workshop	9 FASD Awareness Day Wear Read	10 Bowling 1-3pm 	11	12
13	14 Apple Picking 	15 Nutrition Workshop	16 BJJ Gym	17 Apple Pie Workshop	18	19
20	21 Every Child Matters Bead Workshop	22 National Ice Cream Day	23 Sign and Language Awareness	24 Bowling 1-3pm	25	26
27	28 Every Child Matters Beading Workshop	29 Nutrition Workshop 	30 Truth and reconciliation Orange T- Shirt Day			

Nicholas Stevens Centre offers Life Skills on a daily Basis such as: Healthy Lifestyle Habits, Cooking, Sewing, Beading, Grocery Shopping, Budgeting, Prevention Workshops, Self Care Workshops, Physical Activities, and Community Events

This International Overdose Awareness Day, we gather to remember the people we've lost to overdose and drug poisoning, to stand with those who use substances and those in recovery, and to remind one another that every life is worth saving.

NO ONE WALKS *alone*

Protect OUR
PEOPLE.

KEEP THE *fire*
BURNING.


Carry
NALOXONE.



*...because harm
reduction is dope!*

AUGUST 31 @5:00PM | WALKING PATH

WALK WITH US | MEMORIAL SACRED FIRE
NALOXONE DEMONSTRATIONS + FREE KITS
COMMUNITY BBQ | MUSIC | GUEST SPEAKERS



COMING SOON

**Ōde Kījigad:
Family Day**



Stay Tuned!

September 6, 2026

@ 12:00pm



Kakina Kidapitenindamin!

The KZES PSSSP would like to wish a big congratulations to our 2025-2026 College and University graduates. We are so proud of you all!



Dara Wawatie-Chabot
Bachelor of Arts in Social Science
Minor in Political Science
University of Ottawa
November 2025

Benjamin Surmachynski
Juris Doctor
University of Ottawa
May 2026



Stephanie Boisvenue
Certificate in Administration
Université du Québec en Abitibi-Témiscamingue
May 2026



Anne-Sophie Normand

Science DEC
Cegep de Saint-Jerome
June 2026



Talor Diabo

Diploma in Mental Health and Addictions
Canadore College
May 2026

Nicolas Gagnon

Navigation DEC
Institut Maritime du Quebec
May 2026



Angeleah Brazeau-Emmerson

Honours Bachelor of Arts in Human Rights and Social Justice
Minor in Critical Race Studies
Minor in Women's and Gender Studies
Carleton University
February 2026



Mariah Smith-Chabot

Certificate in Indigenous Addictions and Wellness
Canadore College
May 2026



Jobena Petonoquot

Master of Fine Arts
Concordia University
May 2026

Rylie Raveslout-Allard

Bachelor of Arts in Interdisciplinary Studies
Major in Indigenous Studies
University of Ottawa
May 2026



Pejik Dumont

Business Management & Entrepreneurship Diploma
Algonquin College
May 2026



Raven Daisey Brascoupe

Certificate of Journalism in Indigenous Communities

Carleton University

May 2026



Kodiak Whiteduck

Certificate in Carpentry and Renovation Techniques

Algonquin College

June 2026

Alicia Guay

Medical Doctor

Université de Laval

May 2026



Kailey-Jo Whiteduck-Wallingford

Diploma in Office Administration - Executive

Algonquin College

May 2026



Kary-Ann Turpin

Diploma in Architectural Technology

Cegep de l'Outaouais

May 2026



Rowan Morin

Bachelor of Arts in Indigenous Studies

Nipissing University

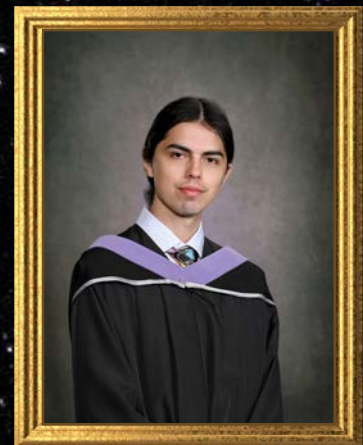
June 2026

Donovan McGregor

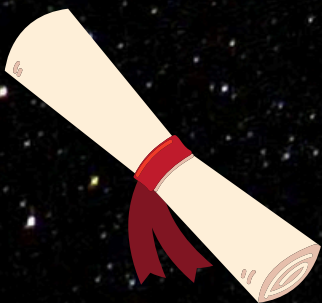
Honours Bachelor of Global and International Studies

Carleton University

December 2025



KZES celebrates all 35 PSSSP graduates for 2025-2026, as well as those who graduated but were not sponsored by KZES. Graduates listed are students who provided consent to have their photo and information shared in the KZA Community Flyer.



ODEKAN BABY
CONGRATULATIONS!



Carter David John Commonda Leclair

Proud Parents
Britney Leclair
&
Dylan Commonda

Proud siblings Niko & Mila

BORN
August 1, 2026
7lbs 9oz
49cm

ODEKAN - SEPTEMBER 2026 CALENDAR

Kakone Kizis - Month of the Harvest Moon



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Caregiver's Afternoon Out, please call in the morning of by 11 am to register your child for the afternoon. 819-449-2702.		1 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	2 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	3 Sagabigoni Program 8:30—11:30 am Curriculum Prep/ Cleaning/Home visits	4 Sagabigoni Program 8:30—11:30 am CLOSED	5
6 Play, Learn and Grow... Together!	7 Labour Day Holiday	8 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00pm	9 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	10 Sagabigoni Program 8:30—11:30 am Curriculum Prep/ Cleaning/Home visits	11 Sagabigoni Program 8:30—11:30 am CLOSED	12
13	14 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	15 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00pm	16 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	17 Sagabigoni Program 8:30—11:30 am Curriculum Prep/ Cleaning/Home visits	18 Sagabigoni Program 8:30—11:30 am CLOSED	19
20	21 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	22 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00pm	23 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	24 Sagabigoni Program 8:30—11:30 am Curriculum Prep/ Cleaning/Home visits	25 Sagabigoni Program 8:30—11:30 am CLOSED	26
27	28 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00 pm	29 Sagabigoni Program 8:30—11:30 am Caregiver's Afternoon Out 1:00—3:00pm	30 CLOSED NATIONAL DAY FOR TRUTH AND RECONCILIATION			

367 Paganakomin Mikan,
Maniwaki, Quebec J9E 3B1
Tel: (819) 449-2702 ext 3204
Fax: (819) 449-3361



Any questions contact:
Katrina Whiteduck
Odekan Headstart Coordinatoar
Email: katrina.whiteduck@kza.qc.ca



Presents

SUPER MONSTER BINGO

Back in the bingo grind!!!

THURSDAY Sept 3rd at 7:00 PM

\$7150 in prizes!

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

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

Outlets to purchase cards:

KZ Freshmart

Wabano's Gas

KZ Gaz

Star Tobacco

Smileys

CKWE

Hawks Trading Post

Spearhead Store

Arthur's Smoke Shop

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

Game 1 – Regular Bingo \$200

Game 2 – Regular Bingo \$200

Game 3 – Regular Bingo \$200

Game 4 – Regular Bingo \$200

Game 5 – Regular Bingo \$200

Game 6 – Regular Bingo \$200

Game 7 – Regular Bingo \$200

Jackpot Game – Letter X \$750

Continuing for

Full Card \$5000

Outlets to purchase cards:

KZ Freshmart

Wabano's Gas

KZ Gaz

Star Tobacco

Smileys

CKWE

Hawks Trading Post

Spearhead Store

Arthur's Smoke Shop

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

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

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



REGISTRATION 2026

OVER 50 YEARS OF EXPERIENCE

EXPERIENCE • TRAINING • PROGRESS

 1 & 2 September

 5 pm - 7 pm

 119, route 105, Egan-Sud

★ Classes start the week of
September 14

 \$250 per class (Sept to May)

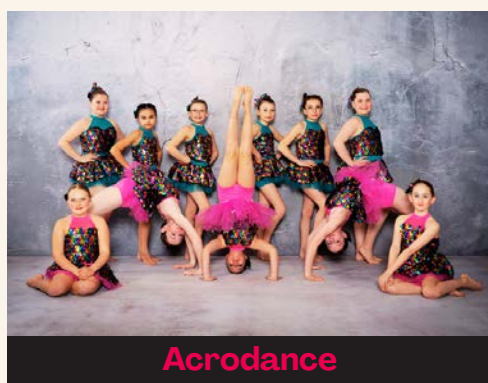
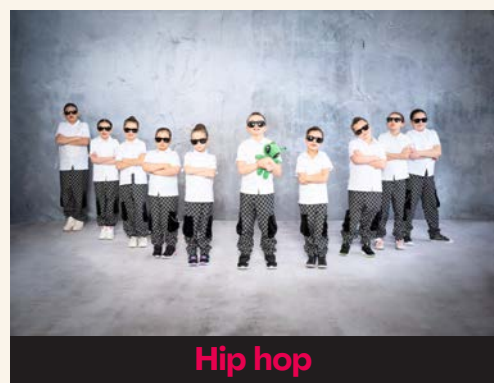
 dansaction@videotron.ca

 Messenger: Dans'Action

FOR THE LOVE OF DANCE

LEARN TO DANCE AND GROW

Structured, curriculum-based classes for every age and level.



EXPERIENCE • TRAINING • PROGRESS



Crafting & Camping Weekend

When: **AUGUST 28 - 30**

JOIN US FOR A RELAXING WEEKEND OF CAMPING, CREATIVITY, AND GOOD COMPANY!

We'll spend our days crafting in the fresh air and our evenings gathered around the campfire. Bring a project you're working on knitting, crochet, embroidery, painting, journaling, or any portable craft - and enjoy plenty of time to create, share ideas, connect, and unwind.

Highlights:

- OUTDOOR CRAFTING SESSIONS.
- NATURE WALKS AND FREE TIME.
- POTLUCK STYLE MEAL WITH PURCHASE.
- CRAFT SWAPS, DEMONSTRATIONS, AND INSPIRATION.

Cost?
\$20

per person,
per night.



LIMITED SPACES AVAILABLE
**SCAN QR CODE TO
BOOK NOW!**

Please bring your own
camping setup, craft
supplies, food, water, ect.
No electrical hook ups,
full rustic camping.



1-819-441-6268

www.campmisabe.ca

**447 Paganakomin Mikan
Kitigan Zibi, QC
J9E 3B1**



BUSH BREAKFAST

SATURDAY & SUNDAY

AUGUST 29 , 30

8AM - UNTIL FOOD'S GONE

PANCAKES (WILDBLUEBERRIES OPTIONAL)

AWAZABI BEANS



EGGS

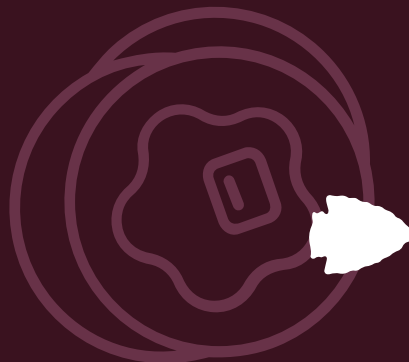
POTATOES

MEAT

COFFEE



CAMP MISABE.CA



**447 PAGONAKOMIN MIKAN
KITIGAN ZIBI, QC**



Clara D's Pizza

MADE WITH LOVE · DELICIOUS FOOD

819-441-5097

Takeout & Delivery

Claradecontie@yahoo.com

PIZZA

Pepperoni & Cheese

Personal	\$13	XL
Small	\$15	XXL
Medium	\$18	
Large	\$25	

All Dressed

Personal	\$14	XL
Small	\$16	XXL
Medium	\$23	
Large	\$28	

Meat Lover's

Personal	\$15	XL
Small	\$19	XXL
Medium	\$25	
Large	\$32	

Meat Lover's All Dressed

Personal	\$16	XL
Small	\$20	XXL
Medium	\$26	
Large	\$33	

MORE PIZZA

BBQ Chicken with balsamic glaze

\$33	Personal	\$15	XL
\$35	Small	\$20	XXL
	Medium	\$26	
	Large	\$33	

Mexican

\$34	<i>Choice of beef or chicken</i>		
\$36	Personal	\$17	XL
	Small	\$21	XXL
	Medium	\$27	
	Large	\$34	

Fully Loaded

\$37	Personal	\$18	XL
\$39	Small	\$22	XXL
	Medium	\$28	
	Large	\$36	

WINGS

\$38	6 pieces	\$12
\$40	12 pieces	\$24

Sauces

BBQ · Honey Garlic · Red Hot · Hot Honey BBQ · Lemon
Pepper · Garlic Parmesan

OTHER

Hamburger	\$6
Cheeseburger	\$8
Italian Sausage	\$9

DRINKS

Water	\$2
Pop	\$4

Prices subject to change · Call ahead for delivery availability · Made by Akobi Diabo

NEXT GEN MINO PIMADIZOWIN

“LIVING THE GOOD LIFE”
YOUTH HEALTH FAIR
SEPTEMBER 3RD, 2026

For high school students to gain valuable health resources, knowledge, and information

WHAT TO EXPECT:

- ✓ Nutrition and Healthy Eating
- ✓ Intervention Services
- ✓ Resources
- ✓ Mental Health Services



WHEN AND WHERE:

- 🕒 10:00am - 2:30pm (High School)
- 🕒 2:30pm - 3:30 pm (Open to Parents, Guardians, Caretakers, and Professionals)
- 📍 Kitigan Zibi Community Hall (upstairs)
311 Rue Fafard, Maniwaki, QC J9E 1Y9

QUESTIONS:

- 📞 819-892-0892

