



RED ROCK INDIAN BAND

Strength. Tradition. Empowerment.

Lake Helen Reserve # 53A
P.O. Box 1030
Nipigon, Ontario P0T 2J0
Tel. (807) 887-2510
Fax (807) 887-3446
Toll Free (877) 887-2510

Contractors

The Asset and Housing Manager are looking to compile a list of Qualified Contractors to have on hand when Renovations and/or Housing construction is needed within our community.

If you would like to be included on the list, please ensure you are enthusiastic about working in our community, and possess the necessary documentation, and are familiar with Inspection reports as per funding guidelines.

Please include the following in your email

- Company Name
- Red Seal and/or tickets of workers in your crew
- WSIB certification
- Insurance

Please send the following to the Housing Department

Shannon Michelle-Ruth
Housing Manager
housing@rrib.ca

Shane Hardy
Asset Manager
assetmanager@rrib.ca



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EMPLOYMENT OPPORTUNITY

Red Rock Indian Band is currently accepting resumes for the position of Public Works Operator/Laborer – Seasonal position. Reporting to the Asset Manager, this position will perform maintenance and repair to roads, culverts, ditches as well as new lot services; operate all heavy trucks, vehicles and construction equipment related to Public Works operations.

Responsibilities include, but are not limited to:

- Inspect, maintain and perform repairs of road infrastructure, potholes, road shoulders, ditches and culverts.
- Maintenance of Red Rock Indian Bands facilities and grounds.
- Operate Light vehicles and other specialized seasonal maintenance equipment.
- Assist with Construction and Landscape Projects (lot servings etc.)
- Operate various heavy equipment such as Grader, Loader, Mini Excavator, backhoe & Dump Truck.
- Be able to perform a "circle check", routine maintenance, and minor repairs of equipment.
- Work in a collaborative manner with employees of Red Rock Indian Band.
- Maintaining logbooks as required.
- Other duties as assigned.

Skills and Qualifications

- Valid AZ/DZ driver's license with a clean record.
- Minimum of 2 years operating experience.
- Completion of heavy equipment operators' course or equivalent.
- Grade 12 diploma or equivalent.
- Capacity to work both independently and in a team environment.
- Ability to work in a variety of weather conditions.
- Ability to work flexible hours including overtime.
- Knowledge and experience in operation of heavy trucks, tractors, backhoes, graders, sweepers, and other such heavy equipment.
- Ability to lift/move at least 50 lbs.
- Ability to understand and execute oral and written instructions and maintain records as assigned.

If you are a motivated individual who would like to join our team at Red Rock Indian Band, please submit your resume and cover letter detailing your relevant work experience and qualifications to Shane Hardy at assetmanager@rrib.ca. Applications will also be accepted at our main office at 2 Gas Road, Lake Helen Reserve. Please include "Public Works" in the subject line when applying by email. Job Posting will stay active until the position is filled.



JOB POSTING	
POSITION	Cultural Coordinator
DEPARTMENT	Education Services
IMMEDIATE SUPERVISION	Education Director
DIRECTION	Chief and Council
DESIGNATION	FULL TIME
DATE APPROVED	June 26, 2024

Cultural Coordinator

PURPOSE: Under the supervision of the Education Director and the direction of Chief and Council, the Cultural Coordinator will provide opportunities and encouragement for individuals (with a focus on the community youth) to participate in traditional teachings, ceremonies; events, and activities by organizing, coordinating and/or facilitating activities, The Cultural Coordinator will act as a collaborator to other RRIB staff in the delivery of culturally appropriate services and events. The worker will provide support in programming *i.e.* openings, smudging, ceremonies, etc. This worker will encourage children, youth, and their caregivers in accessing other healthy lifestyle and culturally appropriate programming as applicable.

QUALIFICATIONS AND REQUIREMENTS:

- Post secondary education in Indigenous studies, or a combination of a minimum 3 years' work-related experience with Indigenous community
- Grade 12 Diploma with 5 years direct experience as a Cultural Coordinator in a First Nation Community
- Fluent in Ojibwe or willing to engage in ongoing Anishinaabemowin learning

ADDITIONAL COMPETENCIES/SKILLS:

- Ongoing involvement with Indigenous culture and traditions
- Comprehensive knowledge, understating and awareness of Indigenous traditions, ceremony, teachings and practices.

RESPONSIBILITIES (include but not limited to):

- Develop and deliver culturally appropriate programming and recreational activities that focus on the mental, emotional and behavioral wellbeing of the youth
- Work closely with the local schools, early years, and service providers In RRIBs jurisdiction to nurture relationships and increase support for children/youth
- Plan, organize, and coordinate cultural workshops, programming and activities, teachings, ceremonies, and healing practices
- Assist the assessment of community needs as they relate to youth issues and with developing programs accordingly
- Prepare monthly program calendar and activity reports of cultural events
- Complete program attendance sheet/collect statistical data reports

Note: This job description is intended to convey information essential to understanding the scope of the position and it is not exhaustive. Duties and responsibilities may be added, deleted or modified as deemed necessary by management to meet the needs of the business.

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JOB POSTING	
POSITION	Education Program Coordinator
DEPARTMENT	Education Services
IMMEDIATE SUPERVISION	Education Director
DIRECTION	Chief and Council
DESIGNATION	FULL TIME
DATE APPROVED	June 26, 2024

Education Services

Education Program Coordinator (x2)

PURPOSE: Under the supervision of the Education Director and the direction of the Chief and Council, The Education Program Coordinators are responsible for the daily planning and implementation of age-appropriate programs to enhance the children's cognitive, physical, social and emotional development. Pedagogy will promote belonging, engagement, well-being, and expression through cultural and land-based learning opportunities.

QUALIFICATIONS AND REQUIREMENTS:

- Completed 2 years post-secondary education in fields related to the development of children (i.e. educational assistant program certificate, early childhood educator diploma).
- A combination of related training and experience will be considered.
- Sound knowledge of child development and sensitivity to the needs of children and families
- Experience working with First Nation children and families
- Working knowledge of Microsoft computer software applications and operating systems
- Minimum 2 years' experience (preferred)

ADDITIONAL COMPETENCIES/SKILLS:

- Excellent verbal and written communication skills including the ability to communicate in a non-judgmental fashion
- Strong interpersonal skills combined with demonstrated ability to work collaboratively
- Ability to work independently, always maintain a professional attitude and respect and maintain confidentiality
- Demonstrated commitment to continual learning, personal and professional development and open to change
- Demonstrated effective time management skills
- Proven planning and organizational skills
- Current first Aid/CPR or willingness to obtain
- Successful results of Vulnerable Criminal Record check
- Valid Driver's license (preferred)
- Physical, Mental and Emotional capacity to perform duties of job
- Positive and supportive management style
- Willingness to work flexible hours



JOB POSTING	
POSITION	Education Program Coordinator
DEPARTMENT	Education Services
IMMEDIATE SUPERVISION	Education Director
DIRECTION	Chief and Council
DESIGNATION	FULL TIME
DATE APPROVED	June 26, 2024

RESPONSIBILITIES (include but not limited to):

- Provide high quality learning activities that enhance a child's emotional, social, physical, literacy, numeric and cognitive skills in a safe environment
- Plan and implement parent and child groups
- Plan and implement an afterschool program
- Plan activities that support child development
- Work with the Cultural Coordinator to provide cultural learning opportunities
- Plan age-appropriate activities for children during the summer months (summer camps)
- Coordinate information sessions for caregivers
- provide excellent care to the children attending programming
- create and maintain good public relations within the community.
- maintain confidentiality of all information related to the centre, the children and their families and all staff
- Maintain a healthy and safe environment for children, promote quality programming
- Encourage children to eat foods that contribute to good health as they participate in a snack or meal program that introduces them to a wide range of nutritious foods.
- Integrate child development knowledge into sound early learning practices and activities
- Maintain flexibility as well as a professional attitude when interacting with children, parents, caregivers, other staff and visitors
- Ensure children have the opportunity to experience accomplishment, to flourish and to build a sense of self-worth
- Act as a resource person and be a positive role model to parents/caregivers for appropriate child/adult interaction and consistent approaches to child guidance
- Observe and discuss children's developmental needs as required
- Treat everyone with dignity and respect
- Strive to respond to the culture and language of children and their families
- Ensure and maintain a safe, clean, and organized work environment including areas such as workspace, storage, outdoor areas
- Maintain all toys, books and equipment in a clean and safe condition
- May be required to participate in administrative duties
- Promote and maintain a supportive/welcoming relationship with all parents.
- Be sensitive to the needs of families recognizing the many and varied factors involved including cultural, socioeconomic, parenting styles and values

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JOB POSTING	
POSITION	PREVENTION AND ADVOCACY WORKER
DEPARTMENT	Prevention Services
IMMEDIATE SUPERVISION	Prevention Services Manager
DIRECTION	Chief and Council
DESIGNATION	FULL TIME
DATE APPROVED	June 26, 2024

**PREVENTION AND ADVOCACY WORKER (1)
PREVENTION SERVICES**

EMPOWERING FAMILY WELL-BEING

WORKING IN UNITY TO MEET THE NEEDS OF OUR CHILDREN, YOUTH, FAMILIES & COMMUNITY

PURPOSE: The Prevention and Advocacy Worker (PAW) is responsible for providing direct support, advocacy and services to families who are involved with or at risk of involvement with child protection services; to teach and inform families of their rights, roles and responsibilities. The PAW will initiate and plan client and community-based prevention programs.

DUTIES AND RESPONSIBILITIES:

- Works as an effective member of the Prevention Services Team.
- Responsible for providing support and advocacy to families throughout all child welfare processes and child protection agency involvement.
- Ensure child welfare processes are clearly explained and understood by involved families.
- Advocates, provides input, assessment and planning to decide upon a relevant course of action for families.
- Assists with accessing services and completing appropriate referrals.
- Participates in and ensures continuous First Nation Consultation.
- Prepares and attends with clients for home visits and meetings with child protection agencies, resources, and community partners.
- Assists families to meet needs to mitigate child welfare requirements.
- Monitors the status and implementation of all open files with all Child Welfare agencies.
- Ensures proper notification and scheduling of child welfare visits, when applicable.
- Assist in identifying strengths and needs in planning appropriate services for families.
- Makes appropriate connections with other First Nations and other partner organizations.
- Ensures accurate documentation and filing systems.
- Submits monthly program progress/statistic reports.
- Works cooperatively with other community services and programs.
- Carries client-specific caseload.
- Initiates and plans community-based prevention programs and community information sessions.
- Duties may also include intake and after-hours services.
- Transportation Requirements that suit service needs.
- Perform other job-related duties as assigned by manager and Chief & Council.

QUALIFICATIONS AND REQUIREMENTS:

- Preference given to candidates possessing a diploma/degree in Social Services and/or related field.



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- Preference given to candidates with direct employment experience in working with Anishinabek children and families in prevention and support.
- High standards of ethics and confidentiality and ability to handle highly sensitive information.
- Knowledge of relevant legislation, policy and First Nation child welfare service delivery.
- Understands reporting responsibilities for any child/youth at risk.
- Knowledge, understanding, respect and sensitivity of culture, traditions, and social issues.
- Ability to exercise good judgment, show initiative, and be proactive.
- Strong commitment to helping our children and families.
- Competent written and verbal communication skills.
- Competent time management and organizational skills.
- Valid Ontario Class "G" Drivers License, access to reliable vehicle and proof of 2,000,000 liability insurance.
- Successful results of Vulnerable Criminal Record check

This job description is intended to convey information essential to understanding the scope of the position and it is not exhaustive. Duties and responsibilities may be added, deleted or modified as deemed necessary by management to meet the needs of the service.

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JOB POSTING	
POSITION	YOUTH WELLNESS WORKER
DEPARTMENT	Prevention Services
IMMEDIATE SUPERVISION	Prevention Services Manager
DIRECTION	Chief and Council
DESIGNATION	FULL TIME
DATE APPROVED	June 26, 2024

**YOUTH WELLNESS WORKER (1)
PREVENTION SERVICES**

EMPOWERING FAMILY WELL-BEING

WORKING IN UNITY TO MEET THE NEEDS OF OUR CHILDREN, YOUTH, FAMILIES & COMMUNITY

PURPOSE: The Youth Wellness Worker (YWW) is responsible for planning, promoting and facilitating youth specific wellness programs that combine movement with mental health initiatives. The YWW will actively engage with youth to co-design programs and mentorship strategies.

DUTIES AND RESPONSIBILITIES:

- Work as an effective member of the Prevention Services Team.
- Ensure a safe and secure youth environment that facilitates positive youth development.
- Assist in identifying strengths and needs in planning appropriate group services for youth.
- Prepare and deliver age-appropriate mental wellness education and information sessions.
- Lead high quality, safe and stimulating physical and mental wellness programs for youth.
- Effectively implement and administer sports and fitness programs, services and activities.
- Supervision of youth participating in programming.
- Participate in collaborative programs and events with other service providers, First Nations, and community organizations as appropriate.
- Supervise youth participants in the programs ensuring their health and safety.
- Maintain equipment, supplies and programming areas.
- Follow safety guidelines and obtain appropriate training/certifications if necessary.
- Ensures accurate documentation and filing systems.
- Transportation Requirements that suit service needs.
- Pivotal to ensuring smooth day to day operations of future youth wellness centre.
- Perform other job-related duties as assigned by manager and Chief & Council.

QUALIFICATIONS AND REQUIREMENTS:

- Preference given to candidates possessing experience in planning and implementing personal fitness programs.
- Preference given to candidates possessing or willing to obtain appropriate certifications.
- Preference given to candidates with direct employment experience in working with Anishinabek youth and families.
- High standards of ethics and confidentiality.
- Knowledge & understanding of all relevant regulations, policies and procedures.
- Knowledge, understanding, respect and sensitivity of culture, traditions, and social issues.
- Ability to exercise good judgment, show initiative, and be proactive.
- Strong commitment to helping our youth.
- Competent written and verbal communication skills.



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- Competent time management and organizational skills.
 - Valid Ontario Class "G" Drivers License, access to reliable vehicle and proof of 2,000,000 liability insurance would be considered an asset.
 - Successful results of Vulnerable Criminal Record check

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JOB POSTING	
POSITION	YOUTH SUPPORT WORKER
DEPARTMENT	Prevention Services
IMMEDIATE SUPERVISION	Prevention Services Manager
DIRECTION	Chief and Council
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**YOUTH SUPPORT WORKER (1)
PREVENTION SERVICES**

EMPOWERING FAMILY WELL-BEING

WORKING IN UNITY TO MEET THE NEEDS OF OUR CHILDREN, YOUTH, FAMILIES & COMMUNITY

PURPOSE: The Youth Support Worker (YSW) is responsible for providing direct support and services to children and youth who are involved with child protection services and/or who are in need of prevention services; to teach and inform families of their rights, roles and responsibilities. The YSW will initiate and plan client and community-based prevention programs.

DUTIES AND RESPONSIBILITIES:

- Works as an effective member of the Prevention Services Team.
- Responsible for providing information, support and advocacy to all youth involved in the child protection system and to those identified in need of support through prevention services.
- Assists in identifying strengths and needs in planning appropriate prevention services and referrals for youth.
- Provides youth support for home visits and meetings with child protection agencies, resources, and community partners.
- Input, assessment and planning to decide upon a relevant course of action for youth.
- Identifying concerns, creating and monitoring individual wellness plans.
- Promote wellness and personal growth of children and youth.
- Participates in and ensures continuous First Nation Consultation.
- Ensures accurate documentation and filing systems.
- Submits monthly program progress/statistic reports.
- Works cooperatively with other community services and programs.
- Carries client-specific caseload.
- Initiates and plans community-based prevention programs and community information sessions.
- Duties may also include intake and after-hours services.
- Transportation Requirements that suit service needs.
- Perform other job-related duties as assigned by manager and Chief & Council.

QUALIFICATIONS AND REQUIREMENTS:

- Preference given to candidates possessing a diploma/degree in Social Services and/or related field.
- Preference given to candidates with direct employment experience in working with Anishinabek children and families in prevention and support.
- High standards of ethics and confidentiality and ability to handle highly sensitive information.
- Knowledge of relevant legislation, policy and First Nation child welfare service delivery.



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- Understands reporting responsibilities for any child/youth at risk.
 - Knowledge, understanding, respect and sensitivity of culture, traditions, and social issues.
 - Ability to exercise good judgment, show initiative, and be proactive.
 - Strong commitment to helping our children and families.
 - Competent written and verbal communication skills.
 - Competent time management and organizational skills.
 - Valid Ontario Class "G" Drivers License, access to reliable vehicle and proof of 2,000,000 liability insurance.
 - Successful results of Vulnerable Criminal Record check

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JOB POSTING – Seasonal/Part Time AZ/DZ Driver

Red Rock General Construction Logistics is seeking a reliable and skilled AZ/DZ driver to join our team on a seasonal/part-time basis. The ideal candidate will be responsible for safely transporting various types of materials throughout our region. This position requires a strong commitment to safety and excellent driving skill.

Responsibilities:

- Safely operate and drive company vehicles to transport materials to designated locations;
- Ensure proper securement and handling of materials in accordance with company procedures and safety regulations;
- Conduct pre-trip and post-trip inspections of vehicles to ensure roadworthiness and compliance with safety standards;
- Maintain accurate records of deliveries, kilometres, fuel receipts;
- Communicate effectively with dispatchers, supervisors, and other team members to coordinate deliveries and resolve any issues that may arise;
- Adhere to all traffic laws, regulations, and company policies while operating company vehicles;
- Assist with general maintenance and cleanliness of vehicles and equipment as needed;
- Demonstrate a professional and courteous demeanor when interacting with customers and the public.

Qualifications:

- Valid AZ/DZ driver's license with a clean record; experience with heavy equipment will be considered an asset;
- Minimum of 2 years of experience operating commercial vehicles, preferably in a similar role;
- Knowledge of local roads and transportation routes within the region;
- Ability to safely operate and maneuver large vehicles in various weather and road conditions;
- Mechanical aptitude and basic knowledge of vehicle maintenance;
- Strong attention to detail and commitment to following safety protocols;
- Excellent communication and interpersonal skills;
- Ability to work independently and as part of a team;
- Flexibility to work long hours and weekends;
- Must be able to lift and move heavy objects weighing up to 50 pounds;
- Good vision and hearing, with or without corrective devices, to safely operate vehicles and communicate with others

If you are a motivated individual with a passion for driving and a commitment to safety, we encourage you to apply for this opportunity. **Position will remain opened once filled.** Please submit your resume and cover letter detailing your relevant experience and qualifications to **Sean Ruth** via email projects@rrlb.ca or at our main office at **2 Gas Road, Lake Helen Reserve**. Be sure to include "AZ/DZ Driver Application" in the subject line. Please use same email address if you require additional information.

Note: *This job description is intended to convey information essential to understanding the scope of the position and is not exhaustive. Duties and responsibilities may be added, deleted, or modified as deemed necessary by management to meet the needs of the business.*