



**JOB POSTING
CASE AIDE
(3) FULL-TIME INDEFINITE HIRE
AKWESASNE CHLD & FAMILY SERVICES
DEPARTMENT COMMUNITY & SOCIAL SERVICES**

SALARY LEVEL: CUPE \$41,999.00

DEADLINE TO APPLY: SEPTEMBER 25, 2023, BY 4:00 PM

SUMMARY OF RESPONSIBILITIES:

Under the supervision an assigned Akwesasne Child and Family Services Unit Coordinator, the incumbent is responsible for assisting the program staff with the development and delivery of primary prevention, intervention and alternative care services to the community.

QUALIFICATIONS:

- Minimum two (2) year degree in Social or Behavioural Sciences field (i.e.: Law, and Security, Child and Youth Worker, Social Work, Behavioural Science, Criminal Justice, Psychology).
- Must be familiar with the relevant legislation, regulations, guidelines and procedures according to the Akwesasne Child and Family Services framework policy
- Must understand and adhere to Social Work Code of Ethics
- Must possess a valid driver's license

All interested applicants **MUST** submit all of the following documents:

1. a cover letter,
2. resume,
3. copies of all relevant certificates/diplomas,
4. status card (if applicable) and
5. three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment.

Applicants must clearly outline that they meet the qualification requirements on their resume. Native preference in hiring. A criminal record check is mandatory before start of employment. As a requirement of employment, all applicants must have a Canadian Social Insurance number. An eligibility list will be created for one year. We thank all applicants for their interest, however, only qualified candidates invited for an interview will be contacted. MCA reserves the right to retract, postpone, or revise employment opportunities at any time.

Submit application packages using one of the following methods (email preferred):

E-mail: jobs@akwesasne.ca

Mail: MCA Staffing Officer, PO Box 90, Akwesasne, Quebec H0M 1A0

Drop Off: 10 Akwesasne St, Administration Building #3, Akwesasne, Quebec H0M 1A0