



JOB POSTING
NATIVE INMATE LIASON OFFICER
(1) FULL TIME TERM (11 MONTHS)
AKWESASNE COMMUNITY JUSTICE PROGRAM
DEPARTMENT OF JUSTICE

SALARY LEVEL: PAY BAND 5 \$59,751.54 - \$91,977.60 ANNUALLY
DEADLINE TO APPLY: JUNE 17, 2025 BY 4:00PM

SUMMARY OF RESPONSIBILITIES:

Under the direction and supervision of the Program Manager, Akwesasne Community Justice Program, the incumbent will provide inmates serving terms of imprisonment in their successful reintegration into the community by providing culturally relevant programs, services and activities aimed at promoting Indigenous Healing and Wellness.

Incumbent will work at Ottawa Carleton Detention Centre (OCDC) in Ottawa, ON. In addition, the NILO will assist OCDC in furthering the development of the Native Offender Program Services.

QUALIFICATIONS:

- College diploma in the field of Social Work, other related courses.
- Experience working with Indigenous People.
- Experience in Counselling.

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

1. Cover letter,
2. Resume,
3. Copies of all relevant certificates/diplomas,
4. Copy of certificate of Indian Status or Secure Certificate of Indian Status (if applicable)
5. Three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment
6. Applicants must be able to travel to all northern portions of Akwesasne, including through the United States as necessary.

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