



Hamilton Regional Indian Centre  
**Employment Opportunity**  
*Closing Date: Posted until filled*

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The Hamilton Regional Indian Centre is currently accepting applications for the position of **Indigenous Combined Court Worker**.

The Indigenous Court Work program goal is to assist in reducing the over representation of Indigenous peoples in the justice system by assisting Indigenous individuals to better understand their rights, options and responsibilities when appearing before the court. The program is designed to assist youth charged with criminal offences; separating couples; and child welfare matters.

**Qualifications:**

- 2 year post secondary education in Community and Justice and/ or Indigenous Studies, or a combination of an equivalent and relevant education, skills and abilities as determined by the employer;
- Minimum of 3 years of demonstrated and related work experience within an indigenous organization or community;
- Exceptional knowledge of youth and family court procedures and terminology;
- Strong knowledge and awareness of Indigenous culture, and both historical and contemporary indigenous issues. Emphasis being on family violence, child welfare, the impacts of trauma and community outreach;
- Must have the ability to work as a team player and be capable of coordinating activities with other Friendship Centre programs;
- Proficiency in MS Office applications and Database applications- statistical and narrative reporting;
- Must have excellent written, verbal, time management and organizational skills;
- Must be available to work some evenings and weekends;
- Must possess a valid drivers licence with access to a reliable vehicle and be willing to travel when required; and,
- Ability to obtain a satisfactory CPIC- Vulnerable Sector within 30 days of employment start date as a condition of the employment offer

**SALARY:** \$46,904.00 per annum



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HRIC is a highly flexible organization offering additional compensation including 5 paid cultural days (as per HRIC Personnel Policy guidelines), 4 paid holidays beyond mandatory Employment Standards, paid shutdown over the winter holiday week, and health benefits. HRIC health benefits are offered to full time permanent employees, employees will be able to enroll upon the successful completion of their (3) three-month probationary period.

HRIC is committed to providing a barrier-free work environment in concert with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, Hamilton Regional Indian Centre will make accommodations available to applicants with disabilities upon request during the recruitment process.

HRIC strives to ensure that its employment practices are free from direct and indirect discrimination and is committed to upholding the human rights of those participating in the hiring process. In pursuit of this commitment, Hamilton Regional Indian Centre will not condone or tolerate any acts of discrimination or harassment under any of the grounds protected under human rights legislation. This commitment extends to the hiring process and throughout the course of employment.

Since this position is engaged primarily in serving the interests of Indigenous people, HRIC shall give preference to Indigenous people who possess the requisite skill sets and experience.

Please submit a cover letter, resume, 3 references to [jobs@hric.ca](mailto:jobs@hric.ca) or in an envelope marked **CONFIDENTIAL** to:

Human Resources  
Hamilton Regional Indian Centre  
34 Ottawa Street North, Hamilton, Ontario L8H 3Y7  
FAX: 905-548-0024