



THE MISSISSAUGAS OF THE CREDIT FIRST NATION

is accepting applications for the permanent full-time position of

“JORDAN’S PRINCIPLE SERVICE COORDINATOR”

Closing Date: September 22, 2025, at 12: 00p.m

Job Summary

The Jordan’s Principle Service Coordinator is responsible for the day-to-day leadership, coordination, and successful implementation of the Jordan’s Principle legal ruling for Mississaugas of the Credit First Nation (MCFN). The Coordinator ensures that all services are delivered in alignment with relevant legislation, policies, and funding guidelines, with the goal of achieving **substantive equality for MCFN children (ages 0–18)**.

Education and Experience

- Post-secondary education in Social Work, Health Services, Education, or a related field; preference given to candidates with a Bachelor of Social Work (BSW) or equivalent.
- Combination of education and significant experience(2-4years) in service coordination, case management, or program delivery in health, social, or education sectors
- Demonstrated experience working with Indigenous children, families, and communities

Knowledge, Skills & Abilities

- Strong knowledge of **Jordan’s Principle** program, funding structures, and service framework
- Understanding of the social, economic, political, and historical realities impacting First Nation communities
- Exceptional interpersonal, communication, and advocacy skills
- Ability to manage sensitive and emotionally charged situations with compassion and professionalism
- Strong time management, organizational, and problem-solving skills
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Ability to work independently with minimal supervision, as well as collaboratively in a team environment
- Flexibility, adaptability, and commitment to delivering high-quality client service

Assets

- Member of a recognized professional college (e.g., Ontario College of Social Workers and Social Service Workers)
- WHMIS Certification
- Current First Aid/CPR certification or willingness to obtain
- Knowledge of the Anishinaabe language, traditions, and culture
- Must have a satisfactory result from a Criminal Record Check including a vulnerable sector check.

Please submit your Cover Letter, Resume, Proof of Educational Qualifications, and three (3) current References, with two of the references being work-related if possible to:

The Mississaugas of the Credit First Nation
Attention: MCFN Personnel Committee
2789 Mississauga Rd.
Hagersville, ON
N0A 1H0

Applications will also be accepted via fax at 905-768-1225 or via email to the address listed below.

A copy of the Job Description may be obtained at the Mississaugas of the Credit Band Administration Building or by email HRAssistant@mncfn.ca

Preference will be given to Indigenous applicant. Self-identification is encouraged.

Miigwech to all applicants - only those selected for an interview will be contacted.