CASE AIDE 2 OGD-26-015
OGWADENI:DEO
CASUAL PART TIME MULTIPLE POSITIONS

Applications will be received by Ogwadeni:deo and Grand River Employment & Training (GREAT) **From October 28, 2026 to November 11, 2026 or until the positions are filled** for the **Casual Case Aide 2** with Ogwadeni:deo. The Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications accepted through Careers – Ogwadeni:deo or email careers@ogwadenideotco.org

Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

Only qualified applicants eligible for interview will be contacted, thank you to all other applicants for your interest.

JOB SUMMARY:
The Family Engagement Supervisor will be responsible, as assigned, for overseeing the auntie and uncle workers that are assisting Ogwadeni:deo families coming in for life skills services. This position is responsible for overseeing and managing the access programs, family engagements programs and overseeing the after-hours programming and scheduling.

Type	Casual Part Time
Closing Date	From October 28, 2026 – November 11, 2026, or until filled
Term:	Term Contract
Hours of Work	Variable Hours 0 -32 hours
Wage	$45,000 - $57,000
Number of Position:	Multiple

BASIC QUALIFICATIONS:

- Must have personal experience in positively parenting children and/or overcoming drug/alcohol addiction while continuing to maintain sobriety to date and/or has successfully addressed their own previous involvement with an Ontario Children's Aid Society and/or is knowledgeable of traditional Haudenosaunee teachings
- Must have Full food handler certification course. Or willing to attain
- Must pass a criminal reference check
- Understand the importance of confidentiality.
- Must pass an Ontario Child Welfare background check
- Must have a valid class 'G' driver's license
- Will be Ogweho:weh in preference to other applicants
- Must be willing to work flexible hours in accordance to working environment

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: OGWADENI:DEO IN PERSON DROP OFF – Applications must include all of the following:

1. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.

2. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.

3. Photocopy of your education diploma/degree/certificate and transcript.
4. Place all documents listed above in a sealed envelope and mail to or drop off at:

CASE AIDE 2 OGD-26-015
CASUAL PART TIME MULTIPLE POSITIONS
c/o Human Resources
2469 Fourth Line
Ohsweken, Ontario N0A 1M0
Business Hours Monday to Friday 8:30 am to 4:00 pm

Method #2: EMAIL SUBMISSION

1. Please ensure all required documents are provided/uploaded with your application package, which include:
    a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
    b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
    c. Copy of your education diploma/degree/certificate and transcript.
2. Please email application package to **David Walpole**, Human Resources Manager at careers@ogwadenideotco.org
    a. Please ensure the job title and posting number is in the subject line.
3. If you have any questions or need assistance please reach out to David Walpole, Human Resources Manager at 519-445-1834 ext. 4554 or via email at careers@ogwadenideotco.org.

Method #3: Online

1. Please visit: Careers – Ogwadeni:deo to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which includes:
    3. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualify you for this position.
    4. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
    5. Copy of your education diploma/degree/certificate and transcript.

If you have any questions or need assistance, please reach out to Ogwadeni:deo Human Resources at 519-445-1864 or via email at careers@ogwadenideotco.org

Title of Immediate Supervisor:	Family Engagement Supervisor	**Team:**	Family Support

Mission

We are dedicated to assume our responsibilities for taking care of children in partnership with the community:

- **By strengthening families through healing at home and in the community,**
- **By practicing client centered approaches,**
- **By honouring the family of origin,**
- **By valuing, upholding and bringing forward Ogwehon:we/Haudenosaunee/Indigenous knowledge as foundational practices of family wellness, and**
- **By respecting the expertise within the community.**

We will demonstrate kindness and understanding to reinforce Ogwehon:we values in the practices of delivering, managing and administering our services. We strengthen the relationships of women and men in a gender balanced development of family systems.

Purpose of the Role

The Aunt/Uncle (Case Aid) Kno:ha:'ah/Kno':she is responsible for assisting in providing life skills teachings, supportive guidance to adult clientele who are involved with Ogwadeni:deo's services, in order to support clientele in reaching service plan goals. The Aunt/Uncle (Case Aid) Kno:ha:'ah/Kno':seh engages clientele through one on one meetings, and in group meetings when necessary. The Aunt/Uncle (Case Aid) Kno:ha:'ah/Kno':seh provides life skills teachings such as cooking, cleaning, hygiene maintenance, personal experiences in effective budgeting, maintaining and attending scheduled personal appointments and sharing traditional and personal teachings and experiences relating to maintaining sobriety and conducting child rearing in a healthy mindset, if the Aunt/Uncle (Case Aid)Kno:ha:'ah/Kno':seh has such experiences they are willing to share. The Aunt/Uncle (Case Aid) Kno:ha:'ah/Kno':seh maintains a supportive and unbiased relationship with clients for the purpose of aiding clients in working towards living with a Oyanre Ganikoha (Good Mind).

Major Position Responsibilities

RESPONSIBILITIES AND SUPPORT TO OGWEHO:WEH FAMILIES, CHILDREN AND YOUTH

- Provides a personal-experience approach to providing guidance and support to adult clients who are involved with Ogwadeni:deo's services
- Gathers information based on personal knowledge of community resources that may benefit the client such as books, websites, traditional knowledge keepers, traditional medicines, community services etc. and provide such information to the client for client follow-up
- Provides hands on guidance and support in meal preparation, doing laundry, and providing advice and guidance to parents in child rearing.
- Supports in partial supervision of client in a caregiving role to their children
- Supervises access visits – level of access according to risk – ensuring there is the proper level of safety for children and family and providing any requested assistance or input on improving parental skills.
- Supports in providing hands-on life skills teachings to clients such as showing client how to cook, clean, grocery shop, manage and develop daily schedule and complete budgeting for daily needs. Completion of

such teachings may require the Aunt/Uncle (Case Aid) Kno:ha:'ah/Kno':seh to assist the client in the community or at their home.

- Ensuring that the parents are engaged in the access and taking part of it
- Ensuring the parents are involved in the engagement programs.
- Participating in obtaining signed consents, serving legal documents and attending court if requested.
- Engage in baby well being checks and conducting unannounced home visits.
- Doing collateral checks including calling Doctors and/or Psychotherapists.
- Offering support when needed

RESPONSIBILITIES TO OGWADENI:DEO THE AGENCY

- Completes and submits case notes detailing contact with client to the assigned Child Protection Worker, Family Support after each contact with client
- Immediately notifies assigned Child Protection Worker, Family Support or covering worker of any potentially harmful situations or concerns that may negatively affect the client or client's child(ren)
- Maintains contact with the supervisor as requested to develop and advise scheduling or cancellation of client meetings
- Maintain confidentiality of client information, such as client service plan, personal goals and progresses made, except to assigned Child Protection Worker, Family Support or covering worker
- Shall conduct themselves in a non-judgmental, supportive, and unbiased approach with clients
- Keeps assigned Child Protection Worker, Family Support updated and informed of client's progression and/or ongoing concerns
- Acts as a role model and represents and promotes the Ogwadeni:deo Program in a courteous, cooperative and professional manner.
- Performs other duties as assigned by the supervisor

Knowledge, Experience & Skills Required

Basic/Mandatory Requirements

- Knowledgeable of traditional Haudenosaunee teachings
- Must have Full food handler certification course or willing to attain
- Must pass a criminal reference check
- Understand the importance of confidentiality.
- Must pass an Ontario Child Welfare background check
- Must have a valid class 'G' driver's license
- Must be willing to work flexible hours
- Willing to take appropriate training as required

Knowledge Requirements

- Must be knowledgeable with respect to Six Nations' cultures and the cultures of families of other First Nations who reside in the designated service delivery area
- Knowledge of Canada's Food Guide and diets and Six Nations of the Grand River Healthy Roots
- Should be familiar with traditional methods of dispute resolution
- Must be thoroughly familiar with Ogwadeni:deo framework and operational policies and procedures

Ability Requirements

- Ability to relate effectively to Ogwadeni:deo Community Commission Members, Managers, Supervisors and Staff, the management and staff of the courts, of other programs/agencies and of provincial/federal officials as a diplomatic and flexible team player
- Excellent written and verbal communications skills
- Strong organizational skills to manage a varied workload
- Ability to exercise initiative, deal with multiple priorities and demonstrate sound judgment
- Analyze information, problem-solve and make solid recommendations
- Possess initiative and ability to work independently
- Ability to work with tact and discretion
- Deal with highly sensitive and personal information in a confidential manner

Specific Working Conditions & Requirements

- Positions in the field of Ogwadeni:deo, traditional Child protection can be both mentally and emotionally challenging. The nature of the positions my expose incumbents to high levels of stress when dealing with issues. The tension includes a level of stress that is usually moderate with high levels occurring on occasion.

OGWADENI:DEO
Taking Care of Our Own

It is the expectation that the worker will conduct themselves within the Ogwadeni:deo Code of practice in exhibiting the values and qualities, Compassion and Kindness, respecting one another, working together, assisting one another, self reflection on actions taken, taking responsibility, encouragement, honest and moral conduct, being truthful and consistent and peaceful thoughts and actions.