



Manitoba Keewatinowî Okimakanak Inc.

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EMPLOYMENT OPPORTUNITY **Senior Policy Advisor for Child Welfare** **Full Time – Location: Winnipeg, MB**

MKO is seeking a Senior Policy Advisor for Child Welfare. Reporting to the MKO Executive Director, the Senior Policy Advisor is responsible for managing the office of the MKO Family First Nation Secretariat (“the Secretariat”). The primary function of the Secretariat is to provide political advocacy and technical support on child welfare issues to the MKO leadership and First Nations.

The Senior Policy Advisor, in collaboration with the MKO Executive Director and the MKO Political Team, will serve in an advisory role to the MKO Grand Chief, the MKO Portfolio Chiefs for Child Welfare, and the MKO Chiefs Task Force on Child Welfare on issues concerning First Nations child and family services and Jordan’s Principle.

Role and Responsibilities

- Political advocacy and technical support to the MKO Grand Chief and the MKO Portfolio Chiefs for Child Welfare on child welfare issues
 - Prepare regular briefing notes on child welfare issues
 - Prepare speaking points at Special Chiefs Assemblies on Child Welfare and annual general meetings
 - Attend meetings with the Grand Chief and Portfolio Chiefs, including:
 - Manitoba Child and Family Services Leadership Council
 - Bi-Lateral Meetings with the Minister of Families
 - Special Chiefs Assemblies on Child Welfare
 - Work with the MKO Political Team and Communications Officer to develop press releases concerning child welfare issues
- Technical support to the MKO Chiefs Task Force on Child Welfare
 - Plan and coordinate Chiefs Task Force meetings
 - Provide regular briefings to the Chiefs Task Force
- Political advocacy and technical support to the MKO leadership on child and family matters, including exercising jurisdiction over child welfare
 - Prepare briefing notes on child welfare issues
 - Attend meetings with MKO leadership as requested
 - Report to the MKO Chiefs in Assembly
 - Draft MKO resolutions on child and family matters
 - Develop proposals and funding applications to be submitted to Indigenous Services Canada (ISC)
 - Administer funding budgets on behalf of MKO First Nations as requested

- Prepare activity and expenditure reports to be submitted to ISC
 - Hold meetings with ISC representatives as required
 - Meet with MKO leadership to assist in the planning, development and implementation of a work plan and budget as requested
 - Travel to MKO First Nations to provide support and assistance
- Policy and proposal development
 - Draft policies in child welfare
 - Develop proposals to establish child welfare initiatives
 - Develop reports, including an Annual Report on activities
- Advocacy and support to First Nations children, youth and families
 - Respond to inquiries from MKO citizens on child and family matters and assist them in navigating the child welfare system in Manitoba
 - Maintain a record of intakes on child and family matters
 - Refer intakes, as needed, to appropriate service department or organization, including:
 - MKO Jordan's Principle and Post-Majority Support Services,
 - First Nations of Northern Manitoba Child and Family Services Authority (Northern Authority)
 - Manitoba Advocate for Children and Youth
 - Assembly of Manitoba Chiefs First Nations Family Advocate Office
- Represent MKO on committees and working groups
 - Regional Advisory Committee on First Nations Child and Family Services in Manitoba
 - Technical Table on Provincial Child Welfare Legislative Amendments
 - C-24 Committee - *An Act respecting First Nations, Inuit and Métis children, youth and families* - led by the Northern Authority
 - Collaborative Working Group between MKO, ISC, Manitoba, and Northern Authority
 - MKO – Northern Authority Technical Working Group on Child and Family Services
 - Working Group on the Expansion of the Children's Disability Services Program On-Reserve
 - Manitoba First Nations Technical Table to Support the National Children's Chiefs Commission
- Manage the office of the Secretariat
 - Manage and maintain the office
 - Manage administrative functions and duties
 - Supervise and provide support to staff
 - Manage information and filing system

- Maintain the website
- Administer and oversee the budget

Education and Experience

- Produce a satisfactory criminal record, child and adult abuse registry and vulnerable sector checks.
- Master's degree in Public Policy, Political Science, Indigenous Studies, Sociology, Social Work, or a related field.
- Previous management and supervisory experience in a social services or political organization.
- Previous experience working for an Indigenous political advocacy organization.
- Previous experience working for an Indigenous child welfare organization.
- Previous experience working in partnership with First Nations leadership and Nations.
- Ability to establish and maintain collaborative relationships with First Nations leadership, representatives, and organizations.
- Knowledge and awareness of Manitoba Keewatinowi Okimakanak Inc. (MKO) as a political advocacy organization and the 26 sovereign First Nations that it represents.
- Knowledge and understanding of the administrative structure and operations of MKO.
- Experience travelling to MKO First Nations.
- Expert knowledge of child welfare legislation, including:
 - provincial laws - *The Child and Family Services Act, The Child and Family Services Authorities Act*, and
 - the federal law - *An Act respecting First Nations, Inuit and Métis children, youth and families*.
- Expert knowledge of Manitoba's child and family services system, including its governance structure and service delivery system.
- Expert knowledge of the history of First Nations child welfare in Manitoba, including the Report of the Aboriginal Justice Inquiry (1991), and the Aboriginal Justice Inquiry – Child Welfare Initiative.
- Working knowledge of the First Nations Child and Family Services Program and Jordan's Principle.
- Working knowledge of the Canadian Human Rights Tribunal rulings regarding child welfare, including the 2016 ruling that found the Government of Canada to be discriminating against First Nations children by failing to properly fund child welfare services on reserve and that the government failed to properly implement Jordan's Principle.
- Working knowledge of current activities in relation to the long-term reform of First Nations child and family services and Jordan's Principle.
- Excellent supervisory, planning and organization, problem-solving, decision-making, interpersonal, and leadership skills.
- Strong research and technical skills with an aptitude to gathering and synthesizing information.
- Understanding of group dynamics and conflict resolution techniques.
- Ability to liaise with government departments, First Nation leaders, and partner organizations to gather information and share knowledge.
- Exceptional organization skills and the ability to manage multiple tasks simultaneously.
- Ability to learn quickly and works well with a team.
- Must be able to maintain confidentiality.
- Excellent written and verbal communication skills, with the ability to clearly present complex information.
- Ability to adapt to new challenges and a rapidly changing environment.
- Working knowledge of Microsoft Office programs and internet.
- Ability to flex daily work hours as required.

- Must possess a valid Driver's license and be willing to travel when required.
- Must be fluent in the English language. Knowledge of at least one Indigenous language would be an asset.
- Produce a satisfactory criminal record, child and adult abuse registry and vulnerable sector checks.

Salary is dependant upon qualifications and experience

Interested applicants are invited to submit their cover letter identifying the position applying for and resume, along with 3 professional reference listings (include a most recent employer reference) by **4:00 p.m. on May 13, 2025** to:

Human Resources at employment@mkonorth.com

We thank all who apply and advise that only those selected for further consideration will be contacted. Preference will be given to qualified First Nations applicants; applicants are encouraged to self-declare in their resume or cover letter. No phone calls will be accepted.

Incorporated in 1981 as the Manitoba Keewatinowí Okimakanak (MKO). MKO is a non-profit, political advocacy organization that provides a collective voice on issues of inherent, Treaty, Indigenous, and human rights for citizens of the 26 sovereign First Nations we represent. The MKO First Nations are signatory to Treaties 4, 5, 6, and 10.

Please visit our website at mkonation.com