



DOCFS EMPLOYMENT OPPORTUNITY

COMMUNITY ENGAGEMENT SPECIALIST

Term Position

(October 1, 2022 – March 31, 2023)

Dakota Ojibway Child & Family Services requires Community Engagement Specialist positions within the following DOCFS communities (Birdtail Sioux, Canupawakpa, Dakota Plains, Dakota Tipi, Long Plain, Roseau River, and Swan Lake).

Duties would include assisting Project Coordinator with gathering and organizing First Nation youth and housing data, planning community engagements, and assisting with office duties as required. Responsible to the Project Lead.

Applicants must meet the following criteria:

- Minimum Grade 12, or post-secondary education in a related field of study
- Knowledge of Child & Family Services programs
- Have a valid driver's license & access to a vehicle
- Good time management and organizational skills
- Excellent work record/history
- Demonstrated knowledge and respect for the Dakota & Ojibway cultures and traditional philosophies
- Ability to speak Dakota and/or Ojibway a definite asset

Other combinations of education and experience may be considered. All applicants must submit with their application a current Criminal Record Check, Prior Contact Check and Child Abuse Registry Check. Interested parties should apply in writing including three written references to:

**Dakota Ojibway Child & Family Services Inc.
Forest Hills Administration Office
Swan Lake First Nation
Box 310 Carberry, MB R0K 0H0
Attention: Human Resource Coordinator
Phone: 204-834-2323 Fax: 204-834-2306
Email: hr@docfs.org**

APPLICATION DEADLINE: September 27, 2022 (4:30 PM)

**Please indicate which DOCFS member community you are applying for.*

**Thank you to all that apply but only those selected for an interview will be contacted.*