



# TAKU RIVER TLINGIT FIRST NATION

## EMPLOYMENT OPPORTUNITY



**POSITION:** Indigenous Justice Worker  
**SUPERVISOR:** Health and Social Manager or designate  
**WAGE:** \$23.69 to \$28.43/hour, up to \$1,700 gross per month (dependent upon experience, knowledge and suitability, number of hours may vary per month)  
**HOURS:** Up to 32 hours bi-weekly (hours per month may vary). Flexible hours are required from time to time due to circumstances.  
**STATUS:** Part-time Position, in Atlin, BC  
**CLOSING DATE:** until filled

### POSITION SUMMARY

Reporting to the Manager of Social and Health, the Justice Worker will develop programs and services to support Justice needs of the community. The successful applicant will liaise with community corrections, working closely with the H&S Team, Matriarchs, RCMP as well as other internal, local and external agencies on on-going Justice-related concerns and issues. The position will consult with representatives of the community to plan a Justice Program to deliver services to the community using traditional values that will promote peacemaking in both a social and criminal context. The Justice Worker is responsible for establishing a Youth/Elders Planning Committee and developing and implementing a Youth Crime Prevention Action Plan. This position will develop a process to intervene in urgent social issues and provide a conflict resolution process to those issues.

### DUTIES AND RESPONSIBILITIES

1. Developing with department staff a preventative process to deal with critical issues, i.e. spousal assault.
2. Liaising and facilitating meetings with community groups and individuals to establish a Justice Committee. Assisting the Justice Committee to develop guidelines and policies.
3. Documenting alternate models of justice, including traditional models. Arranging for and coordinating training for staff and committee members in traditional healing values.
4. Arranging for and coordinating training for appropriate volunteers and staff in Justice Processes i.e. Restorative and Circle Justice.
5. Developing activity plans for Youth/Elders Committee.
6. Participating on the Risk Management Team which involves meeting with offenders either in or returning to the community and supporting them in identifying what supports can be provided to assist them in managing their risk.
7. Setting up and maintaining client files and running records.
8. Preparing reports to the Manager, Social and Health, the Justice Committee, Youth/Elders Committee and leadership as required.
9. Position is responsible for recommending changes and/or modifications to existing programs to address identified needs or gaps in service.
10. Ensuring that members of the Justice Program carry out their duties in a respectful, fair, non-discriminatory and non-abusive manner.
11. Attending relevant workshops, training sessions and seminars on justice issues to develop personal skills in order to bring professional qualifications to position and to the efficient operation and benefit to the TRTFN.
12. Submitting bi-weekly reports and preparing annual reports to the HSS Manager
13. Submitting monthly reports to community corrections pertaining to clients referred
14. Assisting in the supervision of adult offenders under the supervision of the Corrections Branch
15. Duties as per services to be provided in the Indigenous Justice contract between TRTFN and the Province of BC
16. Privacy and any confidential information, whether oral, written (including records) or electronic, should be maintained in a manner that ensures its confidentiality
17. Other related duties as reasonably requested by the H&S Manager or designate

### QUALIFICATIONS, EDUCATION AND EXPERIENCE

Grade 12 supplemented with extensive work experience in social and justice issues in First Nations communities **or** an equivalent combination of education and experience working with First Nations communities; Proven ability to practice in a culturally safe manner. Knowledge of colonization, residential schools, and intergenerational trauma essential.

### CONDITIONS OF EMPLOYMENT:

- Class 5 driver's license
- Criminal Record, Vulnerable Sector Check
- 3 References – 2 directly related to Justice

**APPLICATION PROCESS:** To submit a resume contact: Senior Admin Assistant at (250)651-7900, ext. 105, Email: senior.admin@gov.trtfn.com