



**GICHI OZHIBI'IGE OGAAMIC
ADMINISTRATIVE OFFICE**



GRAND COUNCIL TREATY #3 EMPLOYMENT OPPORTUNITY

Position Title: Civil Family Mediation Worker
Position: Existing Position
Salary: \$58000.00 - 60,000.00
Location: Kenora, ON — Justice Office (In Person)
Closing Date: April 7, 2026

Overview:

The Grand Council Treaty #3 Kaakewaaseya Justice Services is seeking applications from individuals for the *Civil Family Mediation Worker position*. The role of the mediation worker is to facilitate Anishinaabe Alternate Dispute Resolution (AADR) processes, primarily using Circles, within Treaty #3 territory. The objective is to assist families and Children's Aid Societies in finding solutions related to the care and well-being of Treaty #3 children and youth.

Duties and Responsibilities:

- Facilitate AADR processes using Circles to address civil family disputes involving Treaty #3 children and youth.
- Collaborate with families and Children's Aid Societies to identify and understand the needs and concerns of all parties involved.
- Provide culturally appropriate support and guidance to families and Children's Aid Societies throughout the mediation process.
- Assist in developing mediation plans and agreements that align with the best interests of Treaty #3 children and youth.
- Conduct assessments and gather relevant information to inform the mediation process.
- Maintain accurate and confidential records of all mediation cases and related activities.
- Collaborate with community resources and service providers to offer additional support to families as needed.
- Stay updated on relevant laws, policies, and practices related to civil family matters and child welfare.

Qualifications:

The Civil Family Mediation Worker should have some experience in fields of social work, mental health, law, or related area. Experience and knowledge of First Nation issues and the current legal system is an asset.

The following will be expected of a successful candidate:

- Working knowledge and understanding of local Indigenous cultures, histories, practices, and traditions. Ability to speak Ojibway or Oji-Cree is an asset
- Working knowledge of Indigenous services and resources available in the Kenora area.
- Familiarity with Anishinaabe Alternate Dispute Resolution (AADR) processes and Circles.
- Excellent communication and interpersonal skills, with the ability to work effectively with diverse individuals and groups.
- Strong understanding of child welfare systems and the importance of child-centered approaches.
- Ability to maintain confidentiality and handle sensitive information with discretion.
- Good organizational and time management skills, with the ability to handle multiple cases simultaneously.
- Proficiency in relevant computer applications and technology.
- Valid driver's licence and reliable vehicle.

Please send a cover letter, resume, and contact information for 3 references to the attention of:
Human Resources Department
Grand Council Treaty #3
P.O. Box 1720, Kenora, Ontario P9N 3X7
Email: hr@treaty3.ca

We thank all those who apply. Only applicants selected for an interview will be contacted. Submission of a criminal record check is required prior to the offer of employment. **We at Grand Council Treaty 3 are committed to transparency in our hiring process and do NOT use AI in the screening process.**