GICHI OZHIBI'IGE OGAAMIC
ADMINISTRATIVE OFFICE

GRAND COUNCIL TREATY #3
EMPLOYMENT OPPORTUNITY

Position Title: Youth Diversion Worker
Position: Existing Position
Salary: $57,000.00 - 60,000.00
Location: Kenora, ON — Justice Office (In Person)
Posting Date: November 5, 2026
Closing Date: November 19, 2026

Overview:

The Grand Council **"Youth Diversion Worker"** Supports the work of the Grand Council and will provide support and one-on-one services to youth community members referred for diversion by the community, police, and courts. The role involves working closely with Treaty #3 Community Justice staff to coordinate and facilitate the diversion process and assist youth in accessing appropriate resources and services.

Duties and Responsibilities:

- Arranging for culturally appropriate supports for Indigenous accused persons, victims or offenders, including access to Elders.
- Determining which clients are eligible for this alternate approach to sentencing and consulting with these clients as to which sentencing system, they want to take part in.
- Explaining to clients, victims, and other relevant persons of the procedure for alternate sentencing (diversion), and restorative justice.
- Liaising with counsellors, Treaty 3 Police, OPP, Crown, Defense and various court personnel during the alternate sentencing process.
- Attending court sessions to ensure clients are in attendance and advocating on behalf of clients.
- Ensuring that clients in the diversion program are following the diversion plan.
- Assisting clients in determining what additional support is needed, such as housing, health, social assistance and education, and contacting agencies or government departments who provide the needed support.
- Maintaining client files that document the offence, other pertinent information, and the client's diversion plans and progress.
- Facilitation of diversion and Justice circles.
- Attend and participate in the bi-weekly Kenora Restorative Justice Committee, receiving referrals, case managing, and providing updates on clients.
- Other restorative justice work, as it applies to clients, the justice department, and Grand Council Treaty 3.

Qualifications:

- 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 and surrounding communities.
- Knowledge in Restorative Justice.
- Ability to articulate criminal and social justice issues; Excellent written and verbal communication skills.
- Excellent interpersonal communication skills.
- Knowledge of the Youth Criminal Justice Act.
- A genuine interest in seeing community members develop and succeed.
- Assertiveness, self-starter, self-motivated.
- Computer proficiency.
- High degree of professionalism and discretion.
- Organized and punctual.

- Understand and believe in a holistic, restorative, strength-based approach to supporting justice-involved individuals.
- Facilitating healing circles when required.
- Knowledge of court protocols.
- Valid driver's licence and reliable vehicle.
- Other related duties as assigned.

Please send a cover letter, resume, and contact information for 3 references (email preferred) to the attention of:
Human Resources Department
Grand Council Treaty #3
P.O. Box 1720, Kenora, Ontario P9N 3X7
Email: careers@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 are committed to transparency in our hiring process and do NOT use AI in the screening process.**