



JOB AD/JOB DESCRIPTION EDUCATION LIAISON

EDUCATION LIAISON OGD-25-009

Ogwadeni:deo

Permanent Full-Time

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) **From May 20, 2025 until 4:00 PM June 5, 2025**, for the **EDUCATION LIAISON OGD-25-009** with Ogwadeni:deo. The Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications accepted through [Get Involved – Ogwadeni:deo \(ogwadenideotco.org\)](http://Get Involved – Ogwadeni:deo (ogwadenideotco.org)) or email careers@ogwadenideotco.org

Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

Only qualified applicants eligible for interview will be contacted, thank you to all other applicants for your interest.

JOB SUMMARY:

The Education Liaison is responsible for advocating and coordinating educational supports and providing culturally responsive system navigation support for eligible children and youth in care. Assisting to resolve issues that impact eligible children and youth's learning, and strengthen relationships among societies, public school boards, First Nations school authorities, Colleges, Universities, Trade-Schools and community partners in order to improve the educational outcomes of eligible children and youth. They will collaborate with educators, society workers, and other key partners, and work with the education sector to help resolve issues that may impact student learning.

Type	Permanent Full-Time
Closing Date	June 5, 2025
Term:	Full-Time
Hours of Work	35 hours
Wage	TBD
Extended Health, Life, Dental, Health Care Spending Account and Long Term Disability	100 % Employer Paid
Pension	Registered Pension Plan
Number of Position:	1

BASIC QUALIFICATIONS:

- The successful candidate must possess a Bachelor of Social Work Degree, **OR**
- Child And Youth Worker Diploma, Social Services Worker, Social Worker Diploma or equivalent with 2 years' experience working from an educational framework of child welfare sector; **OR**
- University degree with an Ontario Teaching Certificate with knowledge of the Child Welfare system.
- Management experience within educational administration an asset.
- Demonstrated interest in children with special educational needs.
- Must possess a valid Ontario driver's license.
- Must pass a criminal record check and vulnerable sector check
- Will be Ogweho:weh in preference to other applicants

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1: OGWADENI:DEO IN PERSON DROP OFF – Applications must include all of the following:

1. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
2. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
3. Photocopy of your education diploma/degree/certificate and transcript.
4. Place all documents listed above in a sealed envelope and mail to or drop off at:

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Method #2: EMAIL SUBMISSION

1. Please ensure all required documents are provided/uploaded with your application package, which include:
 - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
 - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 - c. Copy of your education diploma/degree/certificate and transcript.
2. Please email application package to David Walpole, Human Resources at careers@ogwadenideotco.org
 - a. Please ensure the job title and posting number is in the subject line.

Method #3: Online

1. Please visit: [Get Involved – Ogwadeni:deo \(ogwadenideotco.org\)](http://ogwadenideotco.org) to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which includes:
 3. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualify you for this position.
 4. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
 5. Copy of your education diploma/degree/certificate and transcript.

If you have any questions or need assistance, please reach out to Ogwadeni:deo Human Resources at 519-445-1864 or via email at careers@ogwadenideotco.org



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Title of Immediate Supervisor:	Director of Alternative Measures	Team:	
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Mission

We are dedicated to assume our responsibilities for taking care of children in partnership with the community:

- **By strengthening families through healing at home and in the community,**
- **By practicing client centered approaches,**
- **By honouring the family of origin,**
- **By valuing, upholding and bringing forward Ogwehon:we/Haudenosaunee/Indigenous knowledge as foundational practices of family wellness, and**
- **By respecting the expertise within the community.**

We will demonstrate kindness and understanding to reinforce Ogwehon:we values in the practices of delivering, managing and administering our services. We strengthen the relationships of women and men in a gender balanced development of family systems.

Purpose of the Role
The Education Liaison is responsible for advocating and coordinating educational supports and providing culturally responsive system navigation support for eligible children and youth in care. Assisting to resolve issues that impact eligible children and youth's learning, and strengthen relationships among societies, public school boards, First Nations school authorities, Colleges, Universities, Trade-Schools and community partners in order to improve the educational outcomes of eligible children and youth. They will collaborate with educators, society workers, and other key partners, and work with the education sector to help resolve issues that may impact student learning.
Major Position Responsibilities
RESPONSIBILITIES AND SUPPORT TO OGWEHO:WEH FAMILIES, CHILDREN AND YOUTH <ul style="list-style-type: none">• Advocating for the educational/employment needs of children and youth in care.• Providing and coordinating education support that reflects the diverse cultural needs of the identified children and youth.• Acting as a navigator for eligible children and youth within the school system, and with local employers to resolve issues that impact child/youth success.• Representing the agency in meetings with community partners to develop required initiatives to expand the educational outcomes for children.• Working with school boards to determine student transportation needs.• Leverage existing resources in child welfare and education system through referrals and collaboration.• Facilitating access to existing educational supports and resources in the school system or community by providing information and referrals that address individual needs and reinforce strengths.• Liaison with local education/training systems to create opportunity for Youth in Care to participate and succeed in programs to prepare them for independence.• Liaison with local employers to create internship opportunities for youth to gain experience or for permanent employment.• Provides information and assistance, and cultural training to support the Indigenous child and youth.• Enhancing relationships with community resources and collaboration with existing community-based programs and services as well as by collaborating with health and social services systems, and programs, service providers and communities.• Foster communication and linkages with community agencies/organizations to improve access and mitigate barriers to educational services and supports.• Facilitate timely exchange of information between schools and the Society in accordance with the Joint Protocol for Student Achievement (JPSA).• Meet with eligible children and youth and supporting adults (e.g., caregivers, teachers, counsellors, case workers), which may occur in educational or community-based settings.



OGWADENI:DEO
Taking Care of Our Own

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RESPONSIBILITIES TO OGWADENI:DEO THE AGENCY

- Represents and promotes Ogwadeni:deo in a courteous, cooperative and professional manner
- Build system capacity among society and educational staff on how to better meet the educational needs of children.
- Maintains confidentiality and ensures compliance following Personal Health Information Protection Act (PHIPA) and the *Personal Information Protection and Electronic Documents Act* (PIPEDA) legislation regulations.
- Participating in team approaches to resolving such issues, conflicts and problems that may arise in the process of providing support services.
- Involving staff in decision making respecting unit problem solving, planning and development.
- Provides information and assistance, and cultural training to support the Indigenous child and youth.
- Assisting in the establishment of interagency working relationships in respect to the delivery of community support services to members.
- Performs other duties as assigned by supervisor

Knowledge, Experience & Skills Required

Basic/Mandatory Requirements

- The successful candidate must possess a Bachelor of Social Work Degree, **OR**
- Child And Youth Worker Diploma, Social Services Worker, Social Worker Diploma or equivalent with 2 years' experience working from an educational framework of child welfare sector; **OR**
- University degree with an Ontario Teaching Certificate with knowledge of the Child Welfare system.
- Management experience within educational administration an asset.
- Demonstrated interest in children with special educational needs.
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Knowledge Requirements

- Awareness of traditional and non-traditional community resources
- Aware of community diversity concerning culture, values and customs
- Familiar with Six Nations' Child and Family Services' principles, Jordon's Principle, PHIPA/PIPEDA, High Five®, Rights of the Children, policies and other service resources.
- Will be thoroughly familiar with relevant legislation, regulations and guidelines
- Strong knowledge of the current education system.
- Knowledge of The Education Act and special education services is required.
- Knowledge of child welfare an asset.
- Understanding of the local job market, trades and other training opportunities.
- Experience and demonstrated understanding of working with marginalized youth as well as a clear understanding of their experience negotiating independence, poverty and familial stress.

Ability Requirements

- Will have excellent interpersonal skills and have the ability to build and maintain effective working relationships
- Excellent verbal communication skills with demonstrated ability to write clear concise reports, computer literate, and the ability to meet deadlines and other administrative requirements.
- Ability to work independently and as a member of a team.
- Work in a cooperative and courteous manner

Specific Working Conditions & Requirements

- Climate controlled workplace environment, occasional travel may be required, and possible exposure to infectious disease. This position can involve considerable mental and emotional stress, involving the interacting directly with staff who work in a high stress environment, with families experiencing highly sensitive issues. The position is subject to an environment that may involve physically dangerous situations.