



## KINA Gbezhgomi Child and Family Services Employment Opportunity

Posted SEP 2021

Kina Gbezhgomi Child and Family Services (KGCFS) is a designated Child Welfare Service delivering Child Protection Services within seven member First Nations in the Districts of Sudbury and Manitoulin. KGCFS honours and supports our families' and community's inherent authority to care for their children based on unity, traditions, values, beliefs and customs.

# DATA STEWARD

(1) FULL-TIME – 12 MONTH CONTRACT  
LOCATION: SUDBURY/ MANITOULIN ISLAND

Salary \$66,590

### OVERVIEW

The incumbent will address operational data quality issues within the agency take those findings and recommend corrections to the data quality circle to be established in the agency, and on approval, to make those changes in the front-end systems. It is important for the Data Steward to know the organization's child welfare systems, its processes and the data involved in those processes and systems.

### QUALIFICATIONS

#### Education and Experience

- College diploma, University degree, or 3 years equivalent work experience in data;
- Extensive experience in Indigenous Child Well-Being Services and/or child welfare, with sound knowledge of the role of supporting systems, processes, and data in child welfare operations;
- Recent experience defining operational terminology and defining the meaning of the organization's data elements

#### Skills

- Demonstrate understanding of workplace Health and Safety practices and understanding of an employee's responsibility under current legislation;
- Ability to work effectively with all levels of staff, to maintain effective communication and working relationships, demonstrating strong interpersonal skills, tact, sensitivity and build strong internal relationships.
- Understand the role and importance of Personal Identifiable Information (PII) and of OCAP

### WORK ENVIRONMENT

- The traditional practices of the Anishinabek, from time to time there can be exposure to woodsmoke and the burning of sacred medicines, including tobacco, sweetgrass, sage, or cedar, may occur within the work setting.

**DEADLINE TO APPLY: SEPTEMBER 30, 2021 AT 4:00PM**

Applicants are encouraged to visit our website at [www.kgcfs.org/employment](http://www.kgcfs.org/employment) to review the job description. KGCFS offers competitive wages, a generous benefit package and OMERS pension plan.

Please submit your application marked "**Confidential – Data Steward**". Include in your application a **cover letter, resume, and (3) three reference letters - two (2) employment related from recent employers.** Please also detail in your application: education, employment experience, and cultural participation. Applications are accepted and in the following order of preference: by email, fax or in person, at

Human Resources – Confidential  
DATA STEWARD  
Kina Gbezhgomi Child and Family Services  
Main Office - 98 Pottawatomi Avenue,  
Wikwemikong, Ontario P0P 2J0  
Fax: (705) 859-2195  
Email: [hr@kgcfs.org](mailto:hr@kgcfs.org)

At KGCFS we are committed to providing a barrier-free work environment following the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. **KGCFS services is based on a highly specialized approach to the delivery of child welfare in our area. Preference will be given to Anishinaabe Candidates (please self-identify).**

Miigwetch for your application, however, only those candidates selected for an interview will be contacted. As a condition of employment, the successful candidate will be required to submit the following: a satisfactory Criminal Reference Check (within 3 months of application date), Vulnerable Sector Check and Driver's Abstract.