



## **Kitchenuhmaykoosib Inninuwug Dibenjikewin Onaakonikewin (KIDO) Maamao Dibenjikewin Kanawaabajikewin (MDK)**

*KIDO, the “KI Family Law”, has a vision is to create healthy self, healthy family, and healthy community. The emphasis of service is on family healing and maintaining connections within families and the community. KIDO’s mission is that our dibenjikewinan (families) can raise our awaashishag (children) and oshkaadizag (youth) in healthy homes.*

---

### **DO Owiichiitaso (1 position in KI, 2 in Thunder Bay and 4 in Sioux Lookout)**

#### **POSITION SUMMARY**

##### **Position Summary:**

The Dibenjikewin Oganawenjikeg (“DO”) means “family keepers” and they will work directly with awaashish (child), oshkaadiz (youth) and dibenjikewinan (families) of KI..

The **DO Owiichiitaso** means “family keepers helpers” and are the people assigned to assist DO carry-out their work. There is a lot of work for DO within the MDK service model of KIDO, with documentation required to record this information, contact notes and home visits with Kewiijihiiikoosiwaach (people who will want help). The DO Owiichiitaso will assist with the documentation and administrative duties required to create these records, as well as other assigned duties within the office they are located at. DO Owiichiitaso will carry out the KIDO mission, become trained as required to fulfill their responsibilities, and will report to their assigned DO.

##### **Qualifications and Requirements:**

1. Work experience of at least one (1) year with a proven ability to perform duties in the awaashish, oshkaadiz, and dibenjikewin bimoojikewinan egwa wiijihiiwewinan (child, youth and family programs and services) is an asset.
2. Completion of high school, a two (2) year community college diploma in social services or administration, university bachelor’s degree and/or other education is an asset.
3. Demonstrate an interest in learning new skills and upgrading educational level, for which on the job training will be provided.
4. Working knowledge of the KIDO and MDK Service Model.
5. Preference given to those that have experience and understanding the history of KI, including the traditional culture and the impacts colonization has had on the community; but anyone without this will receive required training and a textbook on the community.



6. Must carry out the KIDO principles, mission, and values.
7. Must possess and/or working towards developing good verbal and written communication skills, including Anishiniimowin, the language of KI.
8. Good organizational skills, ability to work independently and work within a team are essential.
9. Computer literacy and typing skills are required; familiarity with computerized data systems is an asset.
10. Professional integrity and ability to maintain confidentiality are essential.
11. A Criminal Record Check, with a Vulnerable Sector Check, is required.
12. Ability to travel is an asset (KI, Sioux Lookout, Thunder Bay).

### **Duties and Responsibilities:**

1. Must approach all their work based on love and compassion; and remain professional and set aside personal issues, keeping an open mind and not being judgmental.
2. Will work directly with assigned DO to assist with the documentation required to ensure MDK services provided are recorded in an acceptable way. This may include working with more than one DO, depending on availability of other DO Owiihiitaso and/or MDK office administration staff.
3. Demonstrate teamwork alongside other DO and MDK staff to work in a productive environment carrying out assigned duties.
4. Identify and become familiar with other KI and external bimoojikewinan egwa wiijihiiwewinan that are needed to provide the support and help required, with a focus on prevention services based on whether the danendamihiiwen was urgent, moderately urgent or non-urgent.
5. Understand KIDO Emergency Services Unit operations and how to contact/document information necessary for completing any assigned work.
6. Follow protocols with bimoojikewinan egwa wiijihiiwewinan to share information and work together, ensuring to be trained and understand all protocols and procedures.
7. Become familiar with MDK services provided to dibenjikewinan and become familiar with resources and general guidance when their assigned DO is not available.
8. Participate in training and complete as per expected training outline under KIDO.
9. Understand the traumas of dibenjikewinan that may present during MDK files, so identifying underlying causes and/or persistent issues can be documented appropriately; with guidance provided from DO is necessary to clarify issues.



*NOTE: While formal education is listed in the qualification section the hiring committee will consider it favourably when the candidate themselves is from KI and have local knowledge of the community, reserve life, and culture. For example, they know and have a relationship with the homelands, know KI spirituality, know the prayers, the landscapes, the waters, the people, the way we view our elders, the challenges of living in a remote reserve and can show a commitment to helping awaashish, oshkaadiz egwa dibenjikewinan of KI. It will also be an asset if the candidate can walk their talk, for example, lives a healthy lifestyle themselves and have a healthy dibenjikewin life.*