



KITCHENUHMAYKOOSIB INNINUWUG DIBENJIKEWIN ONAAKONIKEWIN

ᑭᑭᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭᑭᑭᑭᑭᑭᑭ

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.

KIDO On-Call Intake Onaakatawapajike (Supervisor)

Job Description

Position Summary:

The **KIDO On-Call Intake Onaakatawapajike (Supervisor)** is responsible for supervising, and assisting when needed, the KIDO employees that are On-Call for intake and the initial point of contact for Kewiijihiihiikoosiwaach (“people who will want help” – similar to a service population in mainstream), when they call the KIDO 24/7 toll-free number for their dibenjikewin (family) members, others in the community and/or themselves. The KIDO line is contacted regarding a danendamihiiwewiidamaakewin (reported concern) and assisting Kewiijihiihiikoosiwaach with appropriate Maamao Dibenjikewin Kanawaabajikewin (“MDK”) services of KIDO.

This will entail ensuring that initial information is documented, providing direction on coordination and contacts of the KIDO employees that will provide MDK services to the awaashish, oshkaadiz or other members of a dibenjikewin that need assistance and/or support. Understanding operations of KIDO and the KIDO Emergency Services Unit Team, the Dibenjikewin Oganawenjikeg (“DO” – family keepers) of KIDO, and the Kanawendaakosowinik (Placement) operations is integral.

This On-Call Intake Onaakatawapajike will also carry out the KIDO mission, their responsibilities, and will report to the KIDO Assistant Director that is closest to their location and will require collaboration with the KIDO Director at times. This position will operate on an On-Call schedule to meet the needs of KIDO’s MDK services and rotate as per On-Call policy.

Qualifications and Requirements:

1. Work experience of at least five (5) years in a supervisory/managerial role with an understanding of awaashish, oshkaadiz, and dibenjikewin bimoojikewinan egwa wiijihiiwewinan (child, youth and family programs and services) is preferred and experience in a working in emergency or after-hours response positions is an asset.



KITCHENUHMAYKOOSIB INNINUWUG DIBENJIKEWIN ONAAKONIKEWIN

ᑭᑭᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭᑭᑭᑭᑭ

2. Completion of high school and any post-secondary education is an asset, but not necessary for this position if previous experiences are proven to meet all other qualifications.
3. Have an interest in learning new skills and upgrading educational level, for which on the job training will be provided, to carry-out services to dibenjikewin, awaashish and oshkaadiz of KI.
4. Working knowledge of the KIDO and MDK Service Model.
5. Good organizational and analytical skills to review and check forms are essential, with ability to work independently and collaborative in a team is necessary.
6. Must possess good verbal and written communication skills, including Anishininiimowin, the language of KI.
7. 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.
8. Must carry out the KIDO principles, mission, and values.
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. Ability to manage time of assigned duties and work flexible hours as required, including shift-work
12. A Criminal Record Check, with a Vulnerable Sector Check, is required.
13. Ability to travel is required (KI, Sioux Lookout, Thunder Bay); with potential for short-notice

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. Ensure any required documents reporting contact from or regarding Kewiiwijihiikoosiwaach are completed by KIDO On-Call Intake employees and that other KIDO employees of other departments are responding to requests to On-Call Intake to provide MDK services efficiently with the appropriate forms available and ready for use.
3. Work and consult with KIDO employees to provide appropriate responses to calls that are received by Intake On-Call and step-in when appropriate to manage crises.

