



MAKOONS JORDAN'S PRINCIPLE  
SHOAL LAKE BAND NO. 40  
P.O. BOX 6, KEJICK, ON P0X 1E0  
Email: [human.resources@shoallake40.ca](mailto:human.resources@shoallake40.ca)

**Program:** Makoon's Jordan's Principle

**Position:** Makoons Jordan's Principle Wraparound Lead Coordinator

**Reporting To:** Shoal Lake #40 Health Portfolio, Brenda Freel

**Location:** Shoal Lake #40 First Nation, Ontario

**Scope:**

Jordan's Principle is a child first and needs based principle that applies equally to all First Nations children residing on and off reserve. It ensures there is no denial or delay for First Nations Children in receiving essential public services that are available to all other children.

**Position Summary:**

The Shoal Lake #40 First Nation is seeking a qualified candidate for the position of Jordan's Principle Wraparound Lead Coordinator. The Wraparound Lead Coordinator provides knowledgeable support to assist children and families with case management, intake, assessments, and coordination to navigate the full range of federal and provincial health, social, and education services to address children's "unmet needs".

**Job Duties:**

- The Makoons Jordan's Principle Wraparound Lead Coordinator primary responsibility is to act as a focal point for the children and families in the community.
- The Jordan's Principle Wraparound Lead Coordinator will work in collaboration with service teams to identify "unmet needs" and work in collaboration with required team members to lead the completion of Jordan's Principle applications, respond to documentation requirements, status of approvals and complete appeals.
- Apply service coordination and workflow process from intake, ongoing case management and discharge in conjunction with agency mandated and non-mandated organization.
- Advocates for needed supports which could include respite care, crisis intervention, behaviour management, and life skills training, whether on a one-to-one basis or in a group environment.
- Work in collaboration with families served to empower advocacy and assist in navigating Jordan's Principle application process.
- Assists families in locating resources that cultivate recreational, health, cultural, social and/or educational activities for children and their families.
- Responsible to work with the Makoons Jordan's Principle team and provide day to day supervision, training when needed and assignment of duties.
- The Makoons Jordan's Principle Wraparound Coordinator will liaison with existing providers and teams that serve clients that will be served by Jordan's Principle to ensure adequate resources are obtained for the families.
- Provides informal and formal presentations to communities, families, groups, and individuals to promote the Jordan's Principle activities in the community.



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- Collaborate with the community programs, health, education, social and cultural services or external providers and provincial partners to assess the client's needs to enable joint planning, implementation, and evaluation of appropriate interventions.
- Complete monthly, quarterly, and yearly reports to funders.
- Track and maintain statistical data.
- Perform other duties, as assigned, and required.

**Qualifications:**

- University degree or college diploma (2 year minimum) in the field of Nursing.
- Minimum of one-year direct service experience in working with children and families.
- Experience working with First Nations people, organizations, and First Nations communities.

**Job Skills:**

- Must have good knowledge of computers and related software.
- Excellent oral and written communication skills; strong organizational skills.
- Experience in staff management and supervision.
- Establish professional relationships with clients, staff, other professionals, and government officials.
- Strong work ethic and maintain confidentiality.
- Experience working with Jordan's Principle, knowing the history and processes.

**Application will be accepted via email to the attention of:**

**Confidential:**

Marcella Wood

Email: [human.resources@shoallake40.ca](mailto:human.resources@shoallake40.ca)

Deadline: Open until filled

following:

Cover letter, current resume, copies of certification (Degrees or Diplomas), and 2 current (dated within the last 3 months, 1 being from your most recent employment) reference letters.

***Successful candidates will be required to obtain a copy of their Vulnerable Sector Screening and Child Abuse Registry Check. We thank all who apply, however only those applications selected for an interview will be contacted.***