



GOVERNMENT SERVICES BUILDING
www.curvelakefirstnation.ca

PHONE (705) 657-8045
FAX (705) 657-8708

22 Winookeedaa Street
Curve Lake, ON K0L 1R0

NEWSLETTER JULY 24, 2020

NOTE: UNLESS OTHERWISE SPECIFIED, NOTICES AND/OR ARTICLES CONTAINED IN THE CURVE LAKE FIRST NATION NEWSLETTER ARE AT THE REQUEST OF INDIVIDUALS. IT SHOULD NOT BE ASSUMED THAT THESE ISSUES ARE SUPPORTED BY, OR REPRESENT THE VIEWS OF CHIEF AND COUNCIL. UNLESS OTHERWISE SPECIFIED. SERVICES LISTED IN THE CURVE LAKE FIRST NATION NEWSLETTER ARE SPECIFICALLY FOR CURVE LAKE MEMBERS ONLY.

COUNCIL MEETING

THE NEXT COUNCIL MEETING WILL BE
HELD ON MONDAY, JULY 27, 2020
@ 9:00 A.M. DUE TO THE COVID-19 CRISIS,
IT WILL NOT BE HELD IN THE
GOVERNMENT SERVICES BUILDING

COVID-19 UPDATED SELF- ASSESSMENT

Details Inside

COVID-19 HEALTH INFORMATION

Details inside

COMMUNITY RE-OPENING UPDATE

GARBAGE WILL NOT BE PICKED UP WITHOUT TAGS

UPDATING CATERING LIST...

If you or a fundraising group are interested in being included on our Catering List, please contact Audrey Pearson, Executive Assistant at 705-657-8045. Miigwech!!



Curve Lake First Nation is asking members to update their contact information. Please fill out this form to ensure that the Government Services Building provides the most pertinent information regarding membership, which include future elections, referendums, claim updates, draft laws and other important news relevant to the First Nation.

If you have any questions, please contact 705-657-8045 ext. 209

UPDATE CONTACT INFORMATION/COMMUNICATION LIST FORM			
Date (dd/mm/yyyy):			
Full Name:			
Birthdate (dd/mm/yyyy) or Status Card Number (10 digit):			
Email:			
Nickname or Alias:			
Home Phone Number:		Cell Phone Number:	
Street Address:			
City:		Province:	Postal Code:
Mailing Address (if different from street address):			
City:		Province:	Postal Code:

Please fill in the information below.

SUBSCRIBE TO THE CLFN MEMBER COMMUNICATION LIST

Please check the box(es) below on how you would like to receive communications from Curve Lake First Nation:

☐ Email ☐ Mail ☐ Phone ☐ CLFN Member Portal

Please return form to:

Mile Lazarevski

Communications/Community Engagement Officer

Government Services Building

22 Winookeedaa Road

Curve Lake, Ontario K0L 1R0

Tel: 705-657-8045 ext. 209

Fax: 705-657-8708

Email: communication@curvelake.ca

Follow us on



facebook



Instagram



COVID-19 RESPONSE

July 20, 2020

Aaniin Curve Lake,

We would like to start off by once again reminding everyone that the safest place still remains your home without visitors. We remain committed to supporting our residents who feel it is in their best interest to stay home.

You will see in the news today that Peterborough Public Health will be requiring all businesses to have a policy requiring masks while customers are inside the business. This policy requires anyone who is able to wear a mask to do so. It does not require those who have respiratory issues or small children to wear a mask. It does not require businesses to refuse entry to those who are unable to wear a mask.

Peterborough Public Health has advised us that if 80% of the population wears a mask, the risks of spreading COVID-19 are significantly reduced when unable to physically distance. Given the increased risk to many of our community members, Curve Lake Chief and Council have agreed that the requirement of businesses to have a policy about masks should also apply in our community. The result is that you will see Peterborough Public Health has included Curve Lake in their announcement today.

We will be looking to implement a similar policy at all Curve Lake operated-buildings. This policy will require anyone attending a Curve Lake owned building to wear a mask. Special consideration will be given to our Church services. Please remember – wearing a mask protects everyone around you. You may be spreading germs without having any symptoms of illness.

Should you have any questions, please feel free to contact Chief, any Councillor, or our pandemic coordinator Kayla Stephenson at kstephenson@loomex.ca.

Chief Emily Whetung on behalf of Curve Lake Council

Jeffrey Jacobs
Deborah Jacobs

Sean Conway
Nodin Knott

Crystal Cummings
Arnold Taylor

Laurie Hockaday
Saga Williams



COVID-19 RESPONSE

Community Notice
July 16, 2020

Aaniin,

I would like to take this opportunity to update you on Council's consideration of Phase Two. Loomex had proposed the resumption plan and moving our community into Phase Two on either July 3rd, 2020, July 17th, 2020 or July 24th, 2020. The details of Phase Two are laid out in attached plan and were discussed during the community consultation which took place from June 12th to 17th on the gradual phased approach to community resumption. Prior to making the decision to begin Phase Two, Council is looking at the current measures in place and the current COVID-19 cases, information, and the guidance of public health officials. We would like to invite any comments on Phase Two be shared with Kayla Stephenson at Loomex Group at kstephenson@loomex.ca, or directly with any member of Chief and Council.

The following changes will occur should we move into Phase Two of community resumption.

- 1) The checkpoint will be taken down. Please note that Curve Lake First Nation continues to be in a "State of Emergency" and the April 3rd "Order" is still in effect.
- 2) The government buildings will remain closed as aligned with the Motion of Council to shut down, effective right now until August 21, 2020 at 4:30 pm.
- 3) The daycare and school remain closed until Council and Administration deem it safe to re-open.
- 4) Any public spaces in Curve Lake would be reserved exclusively for the use of Curve Lake Residents and their immediate family.

You should continue to:

- Have only the people you live with inside your home
- Limit gatherings of people, keeping preventive measures in place
- Leave two meters (6 feet) between yourself and the next person
- Frequently wash hands with soap and water or use an alcohol-based hand sanitizer
- Cough or sneeze into your sleeve
- Avoid contact with people who are sick
- Avoid touching your face
- We recommend wearing a face mask in public, especially at Curve Lake First Nation place of businesses

Reminder: Home is the safest place. Thank you to everyone who is consistently doing their part to keep the community safe.

Chief Emily Whetung on behalf of Curve Lake Council

Jeffrey Jacobs
Deborah Jacobs

Sean Conway
Nodin Knott

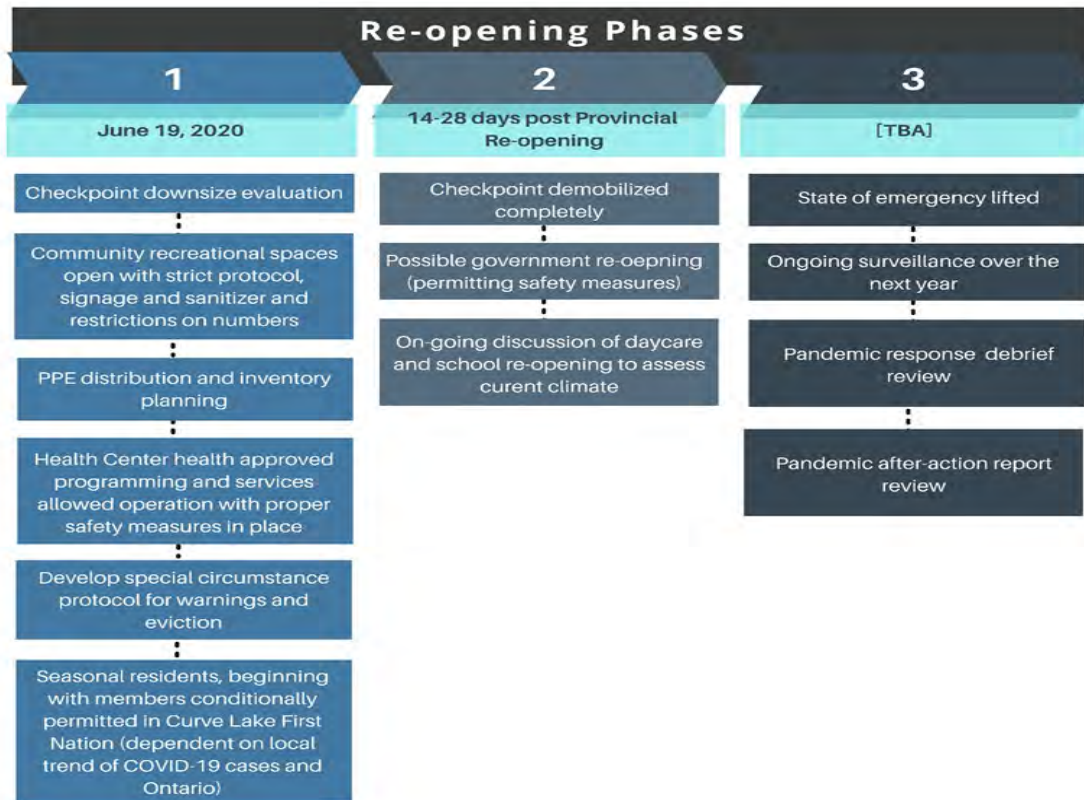
Crystal Cummings
Arnold Taylor

Laurie Hockaday
Saga Williams



COVID-19 RESPONSE

CURVE LAKE COMMUNITY RESUMPTION GRADUAL PHASED APPROACH



Aaniin,

I wanted to take a moment and introduce myself. My name is Lisa Wager-Johnson and I am excited to have accepted the term position for Health Promotion Worker - Healthy Babies, Healthy Children.

Many of you know me but for those who don't I have lived in Curve Lake most of my life. I am married and my husband and I share 5 children from ages 14 to 24. I have been working as a casual for Curve Lake First Nation since January and have filled in for a variety of positions and departments.

My employment experience includes many different roles including Assistant to ECE at our Early Learning Centre, Health Care Aid, being self-employed at our family store and most importantly being a Mom.

I am happy to assist you in any way I can and am very excited to start my new position. I am hoping to have constant programming to reach out to everyone from prenatal to activities and resources for you and your children and am open to any feedback you may have.

Raising children is a very important role and it's all about learning what works for each individual child, and individual's body. If at any time you need assistance with breast feeding, nutrition, support for parenting or just someone to talk to I am always available.

It has been a difficult couple months since we have had to change our way of living because of Covid-19 but that being said I have many ideas of how we can work together, learn together and have some fun with your parenting journey in a safe way for all.

In the upcoming weeks I will be posting different activities I have planned and would love to hear any ideas you may have. There are no silly questions or concerns when raising children and I look forward to assisting you in this journey called parenthood.

I can be reached Monday- Friday at (705) 657-2557 or by email
LisaWJ@Curvelake.ca

Miigwetch,

Lisa Wager-Johnson





“Close” Contact ... OR NOT?

Questions & Answers

I might have been exposed to someone who has tested positive for COVID-19. What happens now?

Peterborough Public Health (PPH) understands that a COVID-19 diagnosis can be stressful for the individual who has tested positive and for those whom they may have been in close contact with. The following are the steps PPH takes when a positive COVID-19 result is received:

1. Once PPH has been notified, a public health nurse will then follow-up with the individual to:
 - Let the person know they have tested positive
 - Answer any questions they have, provide education and advise of the need to self-isolate for a specified duration of time
 - Try to determine how they may have been exposed to COVID-19
 - Determine the places they went while infectious (e.g. to work or public places) and who their close contacts are. PPH may need to speak with others to assess risk e.g. employer
2. A public health nurse will then follow-up with close contacts to advise them of the situation and advise them to immediately self-isolate for 14 days from the last day of exposure to the case. It may also be recommended that they seek assessment and testing for COVID-19.
3. Close contacts will also be provided information on how to self-monitor for symptoms and what to do if they do develop symptoms over the 14 days. **Due to the way COVID-19 spreads to others, only close contacts are at additional risk which is why PPH will only contact close contacts.**

What is a close contact?

‘Close contact’ means being less than 2 metres away in the same room, workspace, or area for more than 15 minutes with a confirmed case of COVID-19, starting from 48 hours before the person began having symptoms or 48 hours before the test day for people who did not have symptoms.

What happens if the individual was out in the community (e.g., at work, place of worship, or at a grocery store) while infectious?

If a person was in contact with others while infectious, PPH will determine whether there was any increased risk of exposure to others.

A transient interaction (e.g., walking past someone who tested positive) does not pose an increased risk. PPH will consult others if additional information is needed or if any other measures need to be taken to reduce the risk of transmission.

What if I am still worried and have not been contacted by PPH?

If you have not been contacted but you are concerned that you have been exposed to COVID-19, testing is available. Currently, the Kinsmen Centre Drive Through testing site is operating Monday - Friday 9:00 a.m. - 4:30 p.m. for individuals with no symptoms. You can arrive by car, bike or foot and no appointment is necessary. If you have no symptoms, it is safe to wait until the site is open and go at a time that is convenient for you. Testing is a choice that is yours to make. It is not considered to be an urgent matter.

If you are experiencing any sign or symptom of COVID-19, you should seek prompt assessment and testing at the PRHC Assessment Centre. To book an appointment please call 705-876-5086. Self-isolate yourself immediately and continue to do so until results are available.

You can refer to the Peterborough Public Health website or social media channels to see what current testing options are available. If you have any other general questions related to COVID-19 please call Peterborough Public Health 705-743-1000 Monday - Friday to speak with a Public Health Nurse.

Will a negative test mean that I am COVID-free?

If you test negative WITH SYMPTOMS for COVID-19, that means that you did not have detectable virus at the time your sample was collected. It does not mean that you will not be exposed to, test positive for or become sick with COVID-19 at any time after your test. You should continue to practice physical distancing and keep monitoring for COVID-19 symptoms and get tested again if they develop.

If you test negative WITH NO SYMPTOMS, you CAN continue your usual activities, including work, and should follow routine precautions including wearing a cloth mask in public when physical distancing is not possible, and cleaning your hands often.

I learned about this case from social media – is Peterborough Public Health going to alert the public about this?

PPH would alert the public of an outbreak in any facility, clinic, business or public setting where there is a health risk to the public.

When there is a low risk to the public, PPH encourages the facility to disclose this information to reassure the public they are working with public health and taking the necessary measures to control the spread of infection.

For questions or more information, call **705-743-1000** or visit peterboroughpublichealth.ca/covid19



MEDIA RELEASE

FOR IMMEDIATE RELEASE

Monday, July 20, 2020, Peterborough

Peterborough Public Health Announces Mandatory Face Coverings in Certain Local Indoor Settings

New Directive Takes Effect August 1



Today Peterborough Public Health announced that face coverings will become mandatory for local residents in most indoor settings starting at 12:01 a.m. on Saturday, August 1.

After collaborating with local municipal leaders, Dr. Rosana Salvaterra, Medical Officer of Health is invoking a directive under the Province's [Emergency Management and Civil Protection Act](#) (EMPCA) that requires individuals to wear a face covering in certain indoor public spaces. Under the directive, the person responsible for a business or organization that is open shall operate it in compliance with the advice, recommendations and instructions of

public health officials, including any advice, recommendations or instructions on physical distancing, cleaning or disinfecting. The directive applies to all owners and operators of commercial establishments, public transit services, and commercial transportation services within the Peterborough Public Health catchment area.

"Although not conclusive, there is increasing scientific evidence that wearing a face covering can help reduce COVID-19 transmission," said Dr. Salvaterra. "This measure will help both residents and visitors to our area and adds to a clear and consistent regionalized approach to mandatory face coverings across the Central Ontario region, especially as we move into Stage 3 of our restart."

The directive invoked by Dr. Salvaterra will remain in place until provincial emergency orders expire, which were [recently extended](#) until July 29, 2020. However, on July 7, 2020, the Government of Ontario introduced the [Reopening Ontario \(A Flexible Response to COVID-19\) Act, 2020](#) that would, if passed, ensure important measures remain in place to address the threat of COVID-19 once the provincial Declaration of Emergency has ended. The extension of these emergency orders under the EMCPA would allow orders that remain essential to be continued under the proposed legislation, if passed. The government continues to review emergency orders currently in place to determine when and if they can be safely eased or lifted.

Dr. Salvaterra emphasized as the Peterborough area enters Stage 3 of the provincial reopening plan, following public health guidance is key to staving off a resurgence of COVID-19. "While local businesses and organizations are doing their part to implement measures within their settings to prevent the spread of coronavirus, as individuals we also need to continue our efforts such as physical distancing, washing our hands often, staying home when sick, and now, wearing a face covering when in an enclosed public space," said Dr. Salvaterra.

/continued...

The mask must cover the mouth, nose and chin to prevent respiratory droplets from one's mouth and nose from reaching others or landing on surfaces. It is important for local residents to know [how to properly wear a mask](#), as per Health Canada's guidance. Learn more about how to properly wear a mask, and where to purchase a mask at www.peterboroughpublichealth.ca/facecovering.

Dr. Salvaterra and her team are using existing networks to communicate to owners and operators directly. The directive will be enacted and enforced in good faith and will be primarily used as a means to educate people on mandatory mask use in enclosed public spaces. Further information about enforcement can be found at www.peterboroughpublichealth.ca.

"We have heard directly from many local residents and community partners that a clear mandatory mask directive is important to them to keep our community safe," says Dr. Salvaterra. "Socializing and normalizing mask use in enclosed public places will help protect others, especially our most vulnerable residents." Dr. Salvaterra noted though it is equally as important not to stigmatize those who are unable to wear face coverings for medical reasons. "Being kind, patient and respectful to others is just as important as any infection control measure as we also must remember to support each other's mental health during the pandemic."

On July 16, 2020, the Peterborough Chamber of Commerce published the results of a member survey indicating nearly 70% favoured a mandatory mask policy. Further details can be found on their website [here](#) or by visiting www.peterboroughchamber.ca.

Visit Ontario's [website](#) to learn more about how the province continues to protect Ontarians from COVID-19.

-30-

For further information, please contact:

Brittany Cadence
Communications Manager
705-743-1000, ext. 391



COVID-19 self-assessment

If you are experiencing any of the following symptoms, call 911 or go directly to your nearest emergency department.

- **severe difficulty breathing**
(struggling for each breath, can only speak in single words)
- **severe chest pain**
(constant tightness or crushing sensation)
- **feeling confused**
(for example, unsure of where you are)
- **losing consciousness**

Self -Assessment Questions. Choose any/all that apply.

Question 1:	<input type="checkbox"/> had close contact with a confirmed case of COVID-19 without wearing personal protective equipment. (e.g. a mask and protective eyewear (shield / goggles))? <input type="checkbox"/> traveled outside of Canada in the past 14 days?
Question 2:	Do you have <u>any</u> of the following symptoms: <input type="checkbox"/> fever (feeling hot to the touch, a temperature of 37.8 degrees Celsius or higher) <input type="checkbox"/> new or worsening of cough (continuous, more than usual) <input type="checkbox"/> difficulty breathing, shortness of breath (out of breath, unable to breathe deeply) <input type="checkbox"/> sore throat <input type="checkbox"/> difficulty swallowing <input type="checkbox"/> decreased or lost sense of taste or smell <input type="checkbox"/> chills <input type="checkbox"/> headaches <input type="checkbox"/> unexplained fatigue/malaise/muscle aches <input type="checkbox"/> nausea/vomiting, diarrhea, abdominal pain <input type="checkbox"/> runny nose/nasal congestion without other known causes (e.g. allergies) <input type="checkbox"/> for young children & infants: sluggishness, lack of appetite, abdominal pain, nausea/vomiting, rash, pink eye
Question 3:	If you are 70 years of age or older and have any of the following symptoms: <input type="checkbox"/> delirium (sudden changes in mental status and inattention) <input type="checkbox"/> unexplained or increased number of falls <input type="checkbox"/> acute functional decline <input type="checkbox"/> worsening of chronic conditions

If you have answered **yes** to any of these questions, you should seek clinical assessment over the phone. To book an appointment for COVID-19 testing, **call the Peterborough Regional Health Centre Assessment Centre at 705-876-5086**, or contact your primary care provider (doctor, nurse practitioner), **or Peterborough Public Health at 705-743-1000**. Please ensure that you tell them that you are First Nation and living on Reserve.

If you start to experience worsening symptoms, please visit your local emergency department. Call before you go and let them know you have used this self-assessment tool.

This information is not intended to provide medical advice. If you have medical questions, consult a health practitioner or your local public health unit.



COVID-19 RESPONSE

Other information that may be relevant when calling the Peterborough Regional Health Centre COVID Assessment Centre.

- I worked as a caregiver, personal support worker, or in a health care setting in the last 14 days? (Volunteering in a health care setting, supporting people in their homes, working in hospitals, long-term care facilities or retirement homes, first responders).
- I am 65 years old or older
- I have a condition that affects my immune system (for example, HIV/AIDS, lupus, other autoimmune disorder)
- I have a chronic health condition (for example, diabetes, emphysema, asthma, heart condition)
- I am getting treatment that affects my immune system (for example, chemotherapy, corticosteroids, TNF inhibitors)
- I live in a rural, remote, isolated or Indigenous community?

After calling and they determine that you will need to be tested, you must:

1. Stay at home until your appointment at the Peterborough Regional Health Centre Assessment Centre
2. Monitor your symptoms. **If you start to experience worsening symptoms, please visit your local emergency department, or call 911 if you are having severe difficulty breathing, chest pain, feeling confused** (for example, unsure of where you are)

After you leave the assessment centre, you must Self Isolate: You may be contagious. Stay inside so people in your community don't get sick.

1. Stay at home unless told to leave by a doctor or nurse (usually 14 days)
2. Participate in contact tracing with the Peterborough Health Unit if you test positive. Provide them with names of people that you have been in close contact with 2 days before your symptoms began (face to face conversation for 15 minutes, 2 hours in the same room)
3. Continue to monitor your health

Self-isolation:

Groceries, medications and essential items

- get someone who does not live with you to deliver these items
- place orders over the phone or online, **do not** go into stores or supermarkets in person

Roommates and family you live with

- they must self-isolate too
- stay in a room away from them
- keep a distance of at least 6 feet (2 metres)

People you do not live with

- only contact them over the phone or online
- **do not** invite them over or socialize in person

Get more tips on how to safely self-isolate at www.peterpublichealth.ca

Home COVID-19 Testing:

If you have limited mobility, are elderly, or no mode of transportation to go to the Peterborough Regional Health Centre Assessment Centre, call your public health practitioner, or Alisa Rose RN Community Health Nurse at the Curve Lake Health Centre at 705-657-2557 to have home testing if needed.

HELP REDUCE THE SPREAD OF COVID-19

TOGETHER, WE CAN TAKE THE FOLLOWING STEPS TO SLOW THE SPREAD OF COVID-19



follow the advice of your local public health authority



wash your hands often with soap and water for at least 20 seconds



use alcohol-based hand sanitizer if soap and water are not available



try not to touch your eyes, nose or mouth



cough and sneeze into your sleeve and not your hands



avoid close contact with people who are sick and stay home where possible



avoid non-essential community and cultural gatherings and keep a physical distance between each other (approximately 2 metres)

SYMPTOMS

Symptoms of COVID-19 may be very mild or more serious and may take up to 14 days to appear after exposure to the virus.



FEVER

(greater or equal to 38°C)



COUGH



DIFFICULTY BREATHING

IF YOU HAVE SYMPTOMS



Isolate at home to avoid spreading illness to others.



Avoid visits with older adults, elders, or those with medical conditions. They are at higher risk of developing serious illness.



Call ahead before you visit a health care professional or call your local public health authority.



If your symptoms get worse, contact your health care provider or public health authority right away and follow their instructions.

FOR INFORMATION ON COVID-19:

☎ 1-833-784-4397

@ canada.ca/coronavirus

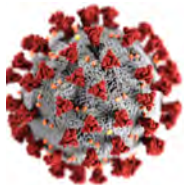


Public Health
Agency of Canada

Agence de la santé
publique du Canada

Canada

What you should know about COVID-19 to protect yourself and others



Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



cdc.gov/coronavirus

REMINDER: STAY HOME!

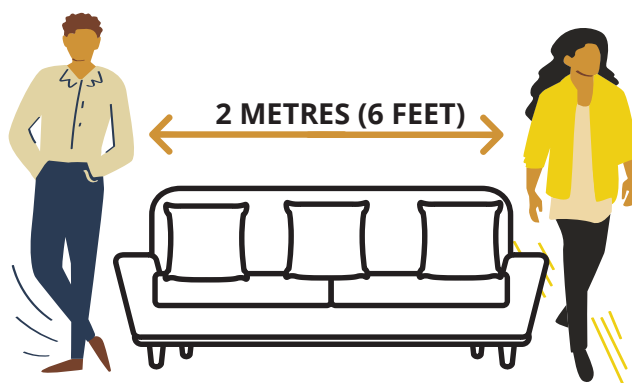


WHAT STOPS THE SPREAD OF COVID-19?

Isolating in your own home is the most effective way to stop the spread.

WHAT IF I HAVE TO GO OUT?

- ✓ Wash your hands often
- ✓ Avoid touching your face
- ✓ Cough/sneeze into the bend of your arm or a tissue
- ✓ If you have tested positive or feeling unwell stay home and self-isolate
- ✓ Increase cleaning of highly touched areas in your home
- ✓ Use the reliable community resources to support physical distancing
- ✓ Stay at home as much as possible
- ✓ Physical distancing - stay two metres apart



WHAT ARE WE CURRENTLY DOING AS A COMMUNITY?

- ✓ The CHECKPOINT
- ✓ Mobile COVID-19 Testing
- ✓ Daily communication with Peterborough Public Health and The Loomex Group
- ✓ Communicating via website and official, reliable Curve Lake First Nation social media platforms and traditional communications
- ✓ Daily situation reports
- ✓ Daily communications between Council and staff to make actions and decisions based on the needs and circumstances
- ✓ FLAG SYSTEM for home delivery - food, water, medical supplies, phone calls
- ✓ Mental health services via phone or virtual meeting
- ✓ Weekly communication with other community leaders, including Mississauga Nation, Anishinabek Nation, Chiefs of Ontario and provincial and federal elected leadership, as well as bureaucratic supports

INFORMATION & UPDATES

Toll-free: 1 844 539 3815

E-mail: dayschools@gowlingwlg.com

Website & Online

Registration: www.gowlingwlg.com/dayschool

Facebook: @McLeanClassAction

Twitter: @IndianDaySchool

Hope for Wellness Hotline: 1 855 242 3310

Indigenous and Northern Affairs Canada (INAC) Public Inquiries: 1 800 567 9604

CLASS COUNSEL

Robert Winogron, Partner
Jeremy Bouchard, Partner

Mary M. Thomson, Partner

Day Schools & Estates

DID YOUR FIRST NATION FAMILY MEMBER

pass away on or
after July 31, 2007
and did he/she live
on-reserve?

OR

HAS YOUR FIRST NATION FAMILY MEMBER

been diagnosed as
incapable of managing
their own financial or legal
affairs and does he/she
currently live on-reserve?

AND

DID YOUR FIRST NATION FAMILY MEMBER

attend and suffer harm
at a Federal Indian Day
School or Federal Day
School operated by the
Government of Canada?

➤ If you answered yes, Indigenous Services Canada (ISC) may be able to assist you in appointing an administrator or executor for your family member's estate who will then be able to apply for compensation under the **Federal Indian Day Schools Class Action Settlement Agreement** on behalf of the estate.

➤ For more information, please call
(toll free) 1-800-567-9604,
fax 1-866-817-3977 /
TTY 1-866-553-0554 or
e-mail InfoPubs@aadnc-aandc.gc.ca

➤ For more information on the
**Federal Indian Day School Class
Action**, please visit
<https://indiandayschools.com/en/>
or call 1-888-221-2898.



Indigenous Services
Canada

Services aux
Autochtones Canada

Canada



COVID-19 TRANSMISSION

People with the virus in their noses and throats may leave infected droplets on objects and surfaces when they sneeze, cough on, or touch surfaces, such as tables, doorknobs and handrails. Other people may become infected by touching these objects or surfaces, then touching their eyes, noses or mouths before cleaning their hands.

The virus can be detected ranging from hours to days, depending on the environment (including temperature and humidity) and the type of surface.

Studies have shown COVID-19 is detectable on:

1. Copper for 3 hours
2. Cardboard for 24 hours
3. Stainless steel for 2-3 days
4. Plastic for 3 days

A. VAN DOREMALEN N, BUSHMAKER T, MORRIS DH, ET AL. AEROSOL AND SURFACE STABILITY OF SARS-COV-2 AS COMPARED WITH SARS-COV-1. THE NEW ENGLAND JOURNAL OF MEDICINE. (ACCESSIBLE AT <https://www.nejm.org/doi/full/10.1056/NEJMC0049731>)



ARE YOU AN INDIGENOUS ENTREPRENEUR
IN CANADA WHO WANTS TO EXPAND
OR START YOUR BUSINESS?



POW WOW PITCH

SUBMIT YOUR PITCH FOR A CHANCE TO WIN !

\$25,000 IN PRIZES

1ST PRIZE
10,000

2ND PRIZE
\$5,000

3RD PRIZE
\$2500

YOUTH PRIZE
\$1000

13 REGIONAL PRIZES
\$500

DEADLINE TO SUBMIT YOUR 60 SECOND VIDEO PITCH IS **JULY 31, 2020.**
FOR MORE DETAILS VISIT WWW.POWWOWPITCH.ORG

MEET YOUR 2020 VIRTUAL POW WOW PITCH HOSTS ASHLEY CALLINGBULL



ASHLEY IS MRS UNIVERSE 2015 AND A CANADIAN ACTIVIST FOR FIRST NATIONS RIGHTS AND ENVIRONMENTAL CAUSES IN CANADA. ASHLEY IS ALSO A SPOKESPERSON AND MODEL FOR THE NIKE N7

SUNSHINE TENASCO



SUNSHINE IS THE CEO POW WOW PITCH & FOUNDER OF HER BRAIDS, AN ORGANIZATION THAT ADVOCATES FOR CLEAN DRINKING WATER FOR FIRST NATIONS COMMUNITIES IN CANADA.



INVITATION TO A VIRTUAL TOWN HALL



HYDRO ONE NETWORKS AND CURVE LAKE FIRST NATION

During this difficult and unprecedented time, we want you to know that we are here for you. If you are struggling to pay your hydro bill or simply have questions about our programs, please join us for a virtual town hall on **Thursday, August 13.**

We will be conducting two sessions – one at 1 p.m. and one at 6 p.m. You can join one or both!

During these sessions we will discuss the following financial aid programs:

- LEAP – a one-time/year energy grant of up to \$600 for residential customers deemed as low-income
- OESP – a monthly, on-bill credit for up to \$113 for residential customers deemed as low-income
- CEAP – a one-time credit for non-low-income, residential customers who have been affected by COVID-19
- Pandemic Relief Fund – created by Hydro One to assist any and all customers affected by COVID-19

If you are interested in attending this virtual town hall meeting or have any questions, please email FNMCustomer@HydroOne.com. Please specify which session you would like to attend and an invitation will be sent to your email address.

For those who do not have internet access, you may dial into the meeting directly from your phone. The toll-free number is 1-855-699-3239. Access code is 1608979530#

We look forward to seeing you!



PRIZE DRAW



TAKE THE TEST.....

**SEE IF YOU KNOW THE IMPORTANCE OF
"WELL WATER TESTING"**

To submit your entry or to book a time for water testing please contact Ron Bissonette at (705) 657-2557 or email RonB@curvelake.ca.

Welcome to the
'Well' Aware test!

**Clean water is crucial to healthy living
See if you know the right answers!**

Question 1. Water that is clear and odourless can be considered uncontaminated and therefore safe to drink.

- A) True
- B) False

Question 2. E.coli and total coliform bacteria are the most common bacteria tested for in wells.

- A) True
- B) False

Question 3. Identify 3 ways groundwater can become contaminated.

- 1.
- 2.
- 3.

'Well' Aware Test Part 2!

Question 4. True or False: the three basic types of wells are:

bored/shallow wells, consolidated/rock wells, unconsolidated/sand wells

- A) True
- B) False

Question 5. True or False: Groundwater is the largest source of usable freshwater in the world

- A) True
- B) False

Bonus: Schedule a well water test with Ron Bissonette the Community Based Water Monitor to enter your name in the draw twice!

Thank you for participating and goodluck!



The Curve Lake First Nation Library
remains closed however we are
happy to share books and
activities/challenges with you!!
(drop offs available)

Check out our Facebook page for upcoming activities & there will be a draw on August 4, 2020 for a \$50.00 gift card for anyone who likes our Facebook page!!
[@clfnpubliclibrary](https://www.facebook.com/clfnpubliclibrary)

Call Krista Commanda at (705) 657-3217 or my cell at (705) 875-5679
email: library@curvelake.ca

FOOD BANK – JULY CALENDAR

Food Bank

Wed July 8th
9:00 am to 11:00 am



Dairy Box

Wed July 15th
2:00 pm to 4:15 pm



Produce Box

Wed July 29th
12:00 pm to 4:15 pm



-Clear bags will be provided on Food Bank day, two per household.

Food Bank is Open Mon-Thurs 8:30am till 4:30pm

For more info, contact the Food Bank- 705-957-3539 or 705-979-2055

THE WARNING SIGNS OF

HEAT EXHAUSTION



**HEAVY
SWEATING**



**RAPID
PULSE**



DIZZINESS



**MUSCLE
CRAMPS**



HEADACHE

How to build a "Social Circle"



Think of your social circle as the people you can hug and touch, or those who can become a part of your daily routine.

TO CREATE A SAFE SOCIAL CIRCLE:



1. Start with the current people you see often and live with.
2. If it is under 10 people, you can add members.
3. Get agreement from everyone that they will join the circle.
4. Keep your social circle safe. Maintain physical distancing with anyone outside of the circle.
5. Be honest and true with your circle. No one should be apart of more than one circle.

LET'S TRACE!! CONTACT TRACING CONTEST

Submit
by
July 31st, 20

Confidential and
destroyed after
14 days



Make a list of who you have been in contact with and where you have been in the last 14 days and send to AlisaP@CurveLake.ca

Made with PosterMyWall.com

REMINDER:

CURBSIDE GARBAGE MUST
HAVE A TAG ON IT TO BE
PICKED UP ON WEDNESDAYS.

THANK YOU.

PUBLIC WORKS
705-657-2178

Extra sheets are available for those who haven't already picked them up, or additional sheets can be purchased for \$60. Please call 705-657-8045.



2019 Novel Coronavirus (COVID-19) What you need to know to help you and your family stay healthy



Wash your hands with soap and water thoroughly and often.

Cough and sneeze into your sleeve or a tissue. Dispose of tissue immediately and wash your hands.



Keep surfaces clean and disinfected.

Stay home when you are sick.



If you have symptoms, call Telehealth Ontario at:
1-866-797-0000
TTY: 1-866-797-0007
Or contact your public health unit.

For more information,
visit Ontario.ca/coronavirus

Ontario

Wash your Hands!

- 1 Wet**
- 2 Get Soap**
- 3 Scrub**

Hands that look clean can still have icky germs!

20 Seconds

Sing "Happy Birthday" twice
- 4 Rinse**
- 5 Dry**
- 6 Turn off tap with towel**

Peterborough Public Health
Haliburton Kawatha, Pine Ridge District Health Unit
2020 - Handwashing for Kids

Hand Sanitizing!

Stop the Spread of Germs

If you do not have access to soap and water,
use a hand sanitizer with at least 60% alcohol.



Always sanitize your hands after you:

- Sneeze, cough or blow your nose
- Use the washroom
- Play outdoors

Before and after you:

- Touch or eat food
- Touch a cut

If hands are dirty use soap and water.

2020 - Hand Sanitizing for Kids



Coping with stress during the 2019-nCoV outbreak



It is normal to feel sad, stressed, confused, scared or angry during a crisis.

Talking to people you trust can help. Contact your friends and family.

If you must stay at home, maintain a healthy lifestyle - including proper diet, sleep, exercise and social contacts with loved ones at home and by email and phone with other family and friends.



Don't use smoking, alcohol or other drugs to deal with your emotions.

If you feel overwhelmed, talk to a health worker or counsellor. Have a plan, where to go to and how to seek help for physical and mental health needs if required.

Get the facts. Gather information that will help you accurately determine your risk so that you can take reasonable precautions. Find a credible source you can trust such as WHO website or, a local or state public health agency.



Limit worry and agitation by lessening the time you and your family spend watching or listening to media coverage that you perceive as upsetting.

Draw on skills you have used in the past that have helped you to manage previous life's adversities and use those skills to help you manage your emotions during the challenging time of this outbreak.





LANDS DEPARTMENT CONTACT INFORMATION

LANDS: ALISON - (705) 957-0649

LEASING: BREA - (705) 559-5805

MEMBERSHIP: LOIS - (705) 875-6596

WILLS & ESTATES: NAANSII - (705) 957-7483



Maternal & Child Supports

During these challenging times, there has been a temporary change to the monthly Maternal & Child Supports Program.

Instead of office visits, we will now conduct phone call appointments with families, caregivers & children. We will continue to go through monthly developmental screenings through phone appointments in a supportive & informal way.

The goal of this program is to support pregnant women & those with children who are 6 years & younger to reach their fullest development & lifetime potential!

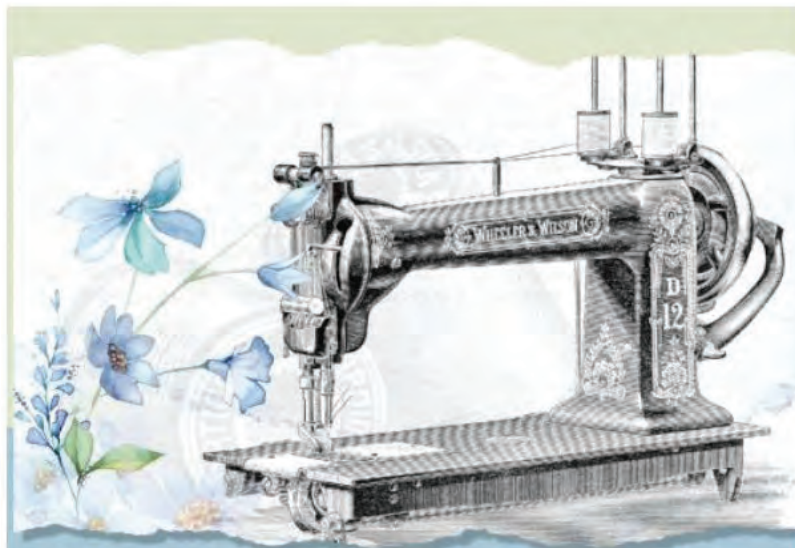
After completing the monthly visit, a \$50 gift card

(one card per family) will be mailed or

delivered to you in a safe way. To make an

appointment please email Melanie at MelanieK@curvelake.ca or

Private Message me on Facebook.



Do you own a sewing machine?

Would you like to help out your community
by sewing a few simple Masks to be distributed
to Curve Lake members?

Pre Washed Material and pattern will be
provided.

Contact Marcie for more
details @

MarcieW@curvelake.ca or
by cell at 705-768-1391



Aaniin,
My name is Bailey Taylor and I am from Curve Lake First Nation. I am pleased to be working for Curve Lake as the NNADAP worker and look forward to working with community members. I have spent my educational and employment journey off reserve, so I am excited to be able to take my skills and knowledge gained throughout these times and focus them on working towards a healthy stable community.

Services Provided: (but are not limited to)

Assisting community members by promoting healthy life style alternatives to substance abuse through 1-1 counselling and client based programs

Facilitate programs to raise awareness of substance abuse

Advocate for community members and their families when barriers arise

Make assessments and referrals to internal and external programs and services based on client needs

Promote healing through both traditional and community based programs for both on and off reserve clients

Provide referrals and transportation to treatment centers and aftercare programming

Services provided are for both youth and adult

Alcohol, Drug and Addictions Worker

- NNADAP Worker -

Bailey Taylor

Phone & Text:
705-657-2557
705-957-4413 (cell phone)

Email:
BaileyT@curvelake.ca

Address
26 Nibigishmoog St
Curvelake, ON

* PLEASE FEEL FREE TO CALL, TEXT OR EMAIL
DURING THESE TIMES *



Your Community Health Representatives

JOANNE & STEVE

Are in the Office!


Have a question or concern, just need to chat? Give us a call! We are here to help!






(705) 657-2557
JoanneP@curvelake.ca
SteveToms@curvelake.ca


**Mental Health
and
Wellness Team**



As you know our buildings are temporarily closed. What you might not know is that we continue to offer Mental Health and Wellness Services
You can reach us through our email and our work cell phones

Mental Health Outreach Worker
Courtney Taylor
CourtneyT@curvelake.ca
(705) 927-0344

Community Health and Wellness Worker
Marcie Williams
MarcieW@curvelake.ca
(705) 768-1391



Lets Stop COVID-19
Stay Home Stay Safe



WE Are WORKING FROM HOME

- YOUTH SUPPORT
LionelG@curvelake.ca

- HEALTHY BABIES
HEALTHY CHILDREN
MelanieK@curvelake.ca

- RECREATION
LoriF@curvelake.ca
JulieWW@curvelake.ca

BAND REPRESENTATIVE
BANDREPRESENTATIVE@CURVELAKE.CA

The Health Centre Team continues to be available to you. If you need assistance with a health related need don't hesitate to call the health centre. Many of our staff are essential services that continue to operate. Those who are not in office are working from home and can be reached by leaving a voicemail at reception OR through email.

In the coming period of closure we will do our best to continue bringing programming to you in new a varied ways!

FOR MORE INFORMATION
 **(705) 657-2557**



CALLING ALL GRANDMAS

THE HEALTH CENTRE IS LOOKING FOR READERS TO CREATE VIDEOS FOR OUR STORYTIME WITH NOKOMIS PROGRAM

Contact Steve Toms for
more information
or to submit your video
(705) 657-2557
SteveToms@curvelake.ca

You can use your
own story book
or we can provide
one if needed

WEAR A
MASK
TO PROTECT
OTHERS

wearing a mask
prevents spread of
YOUR germs to others



IT'S YOUR
HEALTH
AND YOUR
CHOICE



If you or a loved one needs a fabric mask they are free while supplies last at the Curve Lake Health Centre call (705) 657-2557 to secure yours

Have you seen people cutting aquatic vegetation and/or removing vegetation in our waterways?



These are a few pictures for example. Some aquatic vegetation equipment may be smaller and/or homemade to fit on the back of boats or used by hand.

Please contact Kaitlin Hill at KaitlinH@Curvelake.ca if you have any information or see suspicious activity.

CLFN NNADAP WORKER WANTS TO HEAR FROM YOU

As a community, what
would you like to see
offered through the NNADAP
program?

HAVE A
SUGGESTION?
I WANT TO
HEAR FROM
YOU!



Suggestions can be, but are not limited
to:

- * Types of Programming
- * One on One support
- * Community
information sessions

- * Family Support
Groups
- * After Care
packages

EMAIL: BAILEYT@CURVELAKE.CA
PHONE/TEXT: 705-957-4413
FACEBOOK: CLFN NNADAP

All suggestions will remain anonymous

Health and Family Services Committee

WANTS YOU

APPLICATIONS BEING ACCEPTED UNTIL AUGUST 31ST
(OR UNTIL POSITION IS FILLED)
ONE SEAT AVAILABLE



Contact portfolio holders Jeff Jacobs
(jeffj@curvelake.ca), Nodin Knott
(nodinK@curvelake.ca)
or Staff resource Robin Steed
(robins@curvelake.ca) for more information !

APPLICATIONS CAN BE EMAILED TO YOU FOR COMPLETION
* YOU CAN PARTICIPATE IN COMMITTEES USING VIRTUAL
TECHNOLOGY

Made with PosterMyWall.com

Free Wood is Available to CLFN Members



The wood is located at the rear of the Waste Transfer Station,
cut into logs and stockpiled.

Cutting and removal can be done during normal Waste Transfer
Station hours:

8:30am to 3:00pm Saturdays and Sundays

8:30am to 12:00pm Mondays

9:00am to 12:00pm Wednesdays

If you would like to harvest wood, there is a waiver form that
must be filled out prior to harvesting and is available at the
Waste Transfer Site.

For more information, or to have a waiver form emailed
to you, please contact Shawn Williams, at (705) 657-8045
Ext 480 or email ShawnW@curvelake.ca

IN SEARCH OF YOUR POW WOW MEMORIES!

DETAILS



We are in search of video and photo submissions from members of all ages, on and off-reserve, to be used to create a commemorative video of our past Pow Wows.

We would love to see videos or photos of our dancers and drummers (from the past and modern-day), from our knowledge-keepers and Elders, vendors, and anyone who has ever attended!

Do you have photos of the Miss Curve Lake Contests? How about the regattas or parades that used to take place? Do you have a story that you want to share or knowledge of past Pow Wows and traditions?

Please send them along and we will include all that we can in this tribute to our past Pow Wows.

VIDEO AND PHOTO SUBMISSION DETAILS

We understand that not everyone has a high-quality camera... that is ok!

We will accept videos and photos from cell phones or higher-quality cameras. If you have photos that we can scan, we can pick them up and deliver them back to you.

If you are interested in being interviewed, we can even send out a Curve Lake employee to sit down with you to record your stories.

Social-distancing and pandemic health precautions will be observed. We also have a new archival system at the Cultural Centre. Copies of all submissions will be stored with care to preserve our community's memories.



HOW TO SEND IN YOUR SUBMISSION

If you have a submission that can be sent via email, please send it to Katie Haddlesey at KatieYH@CurveLake.ca.

If you have a photo or video that you would like to drop off, please bring it to the band office in an envelope marked "Pow Wow Submission" and leave it with reception.

If you have a submission that needs to be picked up or If you would like to set up a time for an interview, please email Katie as well at KatieYH@CurveLake.ca or call 705.761.9389

DEADLINE FOR SUBMISSIONS: July 31st, 2020



**NIIJKIWENDIDAA
ANISHNAABEKWEWAG**
S E R V I C E S C I R C L E
COUNSELLING AND HEALING SERVICES
FOR ABORIGINAL WOMEN AND THEIR FAMILIES
1097 WATER STREET WEST

Job Posting: July 17, 2020

Closing Date: August 7, 2020 4:00 pm

Position Title: Violence Against Women (VAW) Child Witness Facilitator (6 month contract)

Supervision: Employed by Niijiwendidaa Anishnaabekwewag Services Circle, responsible to the policies and directions as determined by the Circle of Niijiwendidaa Anishnaabekwewag Services Circle and under direct daily supervision of the Executive Director.

Area of Function:

The VAW Child Witness Group Facilitator is responsible for facilitating a Child Witness Group. The VAW Child Witness Group Facilitator will meet the service targets as set out in the service agreement between the Ministry of Community and Social Services and Niijiwendidaa Anishnaabekwewag Services Circle.

Duties and Responsibilities:

The VAW Child Witness Group Facilitator will perform some or all of the following duties:

- Casework & Supportive Counselling
- Provide professional casework, advocacy and referral services to Anishnaabekwewag and their families in a confidential manner
- Conduct pre-group interviews and assess appropriate group placement for individual children and youth
- Facilitate regular Child Witness Group sessions
- Assist in the preparation for and clean up after each group
- Offer information and support to mothers
- Administration
- Collect and maintain accurate service statistics
- Maintain appropriate and accurate file documentation
- Respect the confidentiality of client files, subject to legal and policy parameters
- Write letters and reports regarding a clients' file as required
- Attend staff and case conference meetings
- Participate in committees as interested/requested
- Participate in staff development/training
- Perform other duties as assigned
- Resource Development

Employment Requirements:

- Completion of a college or university program in social work, child and youth care, counselling or other social science or health-related discipline, with a focus on children's studies, is required.
- Previous work experience in a social service environment as a volunteer or in a support capacity may replace formal education requirements.
- The nature of the position requires that the employee have a valid driver's license and unlimited access to a vehicle.

Additional information

The VAW Child Witness Group Facilitator will be expected to incorporate culturally appropriate healing methods where appropriate.

Skills Requirements:

Experience: 1-2 years

Specific Skills:

- Write reports (assessment, follow-up, progress, court reports, etc.).
- Develop and implement counselling and intervention programs to assist clients in determining goals and means of attaining them. Assess clients' problems. Evaluate clients' progress in resolving identified problems and movement towards defined objectives.
- Resolve conflict situations.

Business Equipment and Computer Applications:

Word processing, databases and spreadsheets. Fax, Multipurpose machines, Copier, Scanner, Printer, PC Computers and, Microsoft Windows Operating Systems, Microsoft Office such as Word, Excel, Outlook, and Adobe Acrobat.

Additional Skills:

Use computer applications. Perform administrative tasks and office activities.

Essential Skills:

Oral communication, working with others, computer use, problem solving, job task planning and organizing, writing, reading text, document use, finding information, critical thinking, decision making and continuous learning.

Other requirements:

Must provide C.P.I.C. records check. Will understand and value the mission, mandate and objective of Nijkiwendidaa Anishnaabekwewag Services Circle and Nijkiwendidaa Anishnaabekwewag Services Circle programs.

29 hrs per week

Interested Individuals please forward Resume & Cover Letter.

Hiring Committee
c/o D. Lalonde
Executive Director
delores@nijki.com

Government Services Building
22 Wiinookeedaa Road
Curve Lake, Ontario K0L1R0



Phone: 705.657.8045
Fax: 705.657.8708
www.curvelakefirstnation.ca

2020 SUMMER STUDENT POSITIONS

APPLICATION DEADLINE IS:

12:00 PM on Friday, July 31st, 2020

As outlined in the Curve Lake First Nation Human Resource Management Manual, applications are now being accepted for the following Summer Student positions:

Positions Available

STUDENT POSITIONS

- **Public Works Assistant (1)**
- **Cultural Centre Assistant* (1)**
- **Policy Researcher* (1)**
- **Day Camp Monitor* (3)**
- **Community Health Nurse Assistant* (1)**

*** Work from home (virtual) positions**

If you do not have a computer at home to use, one can be signed out for use during your employment.

Eligibility Criteria

- All applicants must be a student between the ages of 15 and 30 at the start of the Summer Student Program.
- All applicants must have been a **registered full-time student at the end of 2019/2020** academic year and **returning to school in the 2020/2021** academic year.

Application Procedure

CLFN Student Application Forms and Individual Summer Student Position Descriptions are available from Stephanie by emailing: stephaniet@curvelake.ca

Applications can be dropped off at the Government Services Building at the front doors (there will be a drop box marked 'Summer Student applications'). This will be dated and removed daily. You may also email your application package to Stephanie as well.

A complete Application Package consists of:

(Please use this as a checklist before handing in your application package)

- Cover Letter indicating which position(s) you are applying for
- Completed CLFN Student Application Form
- Current Resume
- One (1) Reference that includes Name, Address and Phone Number

Applications are to be submitted to:

Summer Student Selection Committee

**Curve Lake First Nation Government Services Building
22 Winookeedaa Street, Curve Lake, ON K0L 1R0
(there is a dropbox in between the main doors)
or emailed to: stephaniet@curvelake.ca**

Please be advised that preference will be given to Status Members of Curve Lake First Nation

Interviews will be scheduled and held virtually the beginning of August.

LATE APPLICATIONS WILL NOT BE CONSIDERED.

Government Services Building
22 Winookeedaa Road
Curve Lake, ON K0L1R0

Phone: 705.657.8045
Fax: 705.657.8708
www.curvelakefirstnation.ca



Employment Resource Centre
1024 Mississauga Street
Curve Lake, ON K0L 1R0
Phone: 705-657-9455

APPLICATION FOR STUDENT SUMMER EMPLOYMENT

Applicant's Name: _____

Home Phone Number: _____ Alternate Phone: _____

Applicant's Email Address: _____

Present Address (Including Postal Code): _____

POSITIONS BEING APPLIED FOR: (PLEASE LIST IN ORDER OF PRIORITY. WE RECOMMEND TRYING A NEW POSITION AFTER 2 YEARS)

#1. _____

#2. _____

Courses, Workshops, Seminars, and Licenses or Certificates obtained which relate to the position being applied for:

Date of Birth: _____ Required age is 15 to 30 years at start of term

Certificate of Indian Status Number: _____

Do you have a Social Insurance Number (SIN)? ☐ Yes ☐ No ☐ Have applied

You can provide SIN now or when offered a job _____ (optional)

Employment References – Only 1 Required – *Supervisor Preferred*

NAME AND OCCUPATION	ADDRESS	PHONE NUMBER

Do you have any learning challenges that require accommodation?

_____ YES _____ NO

If yes, please explain: _

As a result of COVID-19, we have changed the program to have some positions available to be 'working from home'.

Do you have a computer available to do the job virtually from home?

Yes

No

EDUCATION

School	Course of Study	Dates from Month/Year	Attended to Month/Year	Degree or Diploma	Date

Name of school registered to attend in 2020/2021 School Year: _____

Elaborate on the factual material already presented and show how this experience is relevant to the position for which you are applying.

I HEREBY DECLARE THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT A FALSE STATEMENT MAY BE CAUSED FOR DENIAL OR IMMEDIATE TERMINATION OF EMPLOYMENT.

SIGNATURE

DATE

Parent/Guardian signature required if applicant is under 18 years old.

Print Name of Parent/Guardian

Parent/Guardian Signature

Date

CLFN Summer Student Opportunity – 2020

Cultural Center Assistant (*work from home*)* (1 Position)

Eligibility:

- Applicant must be a student currently enrolled in secondary or post-secondary institution and must be returning to school in the fall
- Preference will be given to status members of the Curve Lake First Nation
- Student must be between the ages of 15 and 30
- Must be highly motivated, a self-starter and excellent attention to detail
- Outgoing and an interest in History, Culture, Arts, and Archaeology
- Interest in First Nation language, community history and learning from Elders in the community
- **All applicants must be eligible for work in Canada.**

Education:

- Secondary or Post-Secondary Education

Duties:

- During the COVID-19 Pandemic, we are working to ensure the safety of all staff, including summer students, therefore, for this year, this position will be a research-based position allowing the student to work from home
- Compile research from archives, on-line sources, and one-on-one conversations
- Build a database of all Elders and knowledge-keepers and the areas that they hold information and are available to aid in
- Inquire as to any Elders that are able and willing to provide a recorded (video or audio) history based on their knowledge of the community
- Update the list of Elders who need photos taken for the wall at the Government Services Building
- Assist with research regarding the Clan systems of Curve Lake
- Assist with compiling a list of individuals who are available to providing teachings (beading, drum-making, family tree workshops, etc) and build a calendar and budget for future events
- Assist is compiling a grant inventory of Cultural funds in Ontario and Canada

Reports to:	Cultural Archivist
Term of Position:	August 10th, 2020 - TBD** (4-5 days/week) Training Workshops are Mandatory

Rate of Pay:	\$14.00/hour x 32-39.5 hours weekly
<u>Deadline:</u>	July 31st @ 12:00pm (noon)

Where:	Application packages can be dropped off at the Government Services Building in the drop box in between the two main doors or emailed to: stephaniet@curvelake.ca
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** the work from home component of this position is subject to change if there becomes a safety plan for return to offices. Notice and discussions will occur if and when this happens.*

*** Due to COVID-19 and the uncertainty of how or when our students will return to school, we have left the Summer Student Program open until Fall of 2020.*

CLFN Summer Student Opportunity – 2020

Policy Researcher (*work from home**) (1) Position

Eligibility:

- Applicant must be a student currently enrolled in secondary or post-secondary institution and must be returning to school in the fall
- Preference will be given to status members of the Curve Lake First Nation
- Student must be between the ages of 15 and 30
- All applicants must be eligible for work in Canada.

Education:

- Secondary or Post-Secondary Education

Duties:

- Research and compile governance policies, structures and information from across Canada
- Creating and updating forms for various policies within Curve Lake First Nation
- Research and compile different First Nation Housing policies
- Research and compile different First Nations Strategic Plans and organizational charts
- Research and compile different policies that Curve Lake First Nation does not have in place that would improve our organization
- Other related duties as assigned

<u>Reports to:</u>	Policy and Planning Officer
<u>Term of Position:</u>	August 10th, 2020 - TBD** (4 - 5 days/week) Training Workshops are Mandatory
<u>Rate of Pay:</u>	\$14.00/hour x 32 - 39.5 hours weekly
<u>Deadline:</u>	<u>July 31st @ 12:00pm (Noon)</u>
<u>Where:</u>	Application packages can be dropped off at the Government Services Building in the dropbox in between the two main doors or emailed to: <u>stephaniet@curvelake.ca</u>

**The work from home component of this position is subject to change if there becomes a safety plan for a return to offices. Notice and discussions will occur if and when it happens.*

*** Due to COVID-19 and the uncertainty of how or when our students will return to school, we have left the Summer Student Program open into the Fall of 2020.*

CLFN Summer Student Opportunity – 2020

Day Camp Monitor (*work from home**) (3) Positions

Eligibility:

- Applicant must be a student currently enrolled in secondary or post-secondary institution and must be returning to school in the fall
- Preference will be given to status members of the Curve Lake First Nation
- Student must be between the ages of 15 and 30
- Must have experience working with children
- Applicant must be mature, energetic, and reliable and show initiative
- **All applicants must be eligible for work in Canada**

Education:

- Secondary or Post-Secondary Education

Duties:

- Assist in the planning, coordinating and carry out Virtual Day Camp program activities in accordance with the Ministry of Health Day Camp guidelines
- Supervise children participating in Virtual Day Camp activities and willing to participate in all virtual activities during Day Camp hours
- Coordinate Virtual Day Camp activity supplies (make list of supplies for upcoming planned activities)
- Provide leadership to the camp group in nature lore, handcrafts, singing, games and special camp events
- Virtually responsible for the planning of safe activities
- Cooperates with other staff in organizing and conducting day camp activities
- Assist in maintaining Day Camp logbook (attendance, first-aid, activity log)
- Maintains personal behaviour of a responsible exemplary nature
- Plans and organizes fund raising events
- Other related duties assigned

Reports to:

Youth Support Worker

Term of Position:

August 10th – TBD ** (2-3 days/week)

Training Workshops are Mandatory

Rate of Pay:

\$14.00/hour

Deadline:

July 31st @12:00pm (noon)

Where:

Application packages can be dropped off at the Government Services Building in the drop box in between the two main doors or emailed to: stephaniet@curvelake.ca

** the work from home component of this position is subject to change if there becomes a safety plan for a return to offices. Notice and discussions will occur if and when this happens.*

*** Due to COVID-19 and the uncertainty of how or when our students will return to school, we have left the Summer Student Program open until Fall of 2020.*

CLFN Summer Student Opportunity – 2020

Community Health Nurse Assistant (*work from home**) (1) Position

Eligibility:

- Must be a student currently enrolled in school and must be returning to school in the fall
- Student must be a status member of the Curve Lake First Nation
- Student must be between the ages of 15 and 30
- All applicants must be eligible for work in Canada

Education:

- Secondary or Post-Secondary Education (preference given to those in the health related studies, environmental health, and ECE)

Duties:

- To assist the Community Health Nurse with the development and implementation of community programs
- Work virtually with health program staff to assist with upcoming events & programming (ex: Virtual Health Fair, Day Camp activities, community health promotion and education)
- Responsible for maintaining an awareness of events, programs and services offered within the Health Centre department
- Expected to know the programs and services offered throughout Curve Lake First Nation
- Assist with delivery of services
- Other related duties assigned

Reports to:

Community Health Nurse

Term of Position:

August 10th, 2020 - TBD** (4-5 days/week)
Training Workshops are Mandatory

Rate of Pay:

\$14.00/hour x 32-39.5 hours weekly

Deadline:

July 31st @12:00pm (noon)

Where:

Application packages can be dropped off at the Government Services Building in the drop box in between the two main doors or emailed to:
stephaniet@curvelake.ca

** The work from home component of this position is subject to change if there becomes a safety plan for a return to offices. Notice and discussions will occur if and when this happens.*

***Due to COVID-19 and the uncertainty of how or when our students will return to school, we have left the Summer Student Program open until the Fall of 2020.*

CLFN Summer Student Opportunity – 2020

Public Works Assistant – (1) Position

Eligibility:

- Applicant must be a student currently enrolled in secondary or post-secondary institution and must be returning to school in the fall
- Preference will be given to status members of the Curve Lake First Nation
- Own vehicle/mode of transportation is preferred (not required) for practicing safe distancing
- Student must be between the ages of 15 and 30
- All applicants must be eligible to work in Canada

Education:

- Secondary or Post-Secondary Education

Duties:

- Must be able to work with little or no supervision
- Cutting grass and using a weed-eater
- Checking garbage bag tags when assisting with garbage pickup
- Cleaning up public sites such as ball diamonds, parks, etc.
- Must have an allergy kit/supplies if allergic to bees, insects etc.
- Must be able to work in all weather conditions
- Proper safety equipment must be worn at all times
- Must have good public relations skills
- Other related duties as assigned
- Certified safety boots and other safety equipment are required
- (Special equipment, see Stephanie at the Employment Resource Centre for Pre-Employment application and to obtain a Purchase Order)

Reports to:

Public Works Foreman

Term of Position:

August 10th, 2020 - TBD ** (4-5 days/week)

Online training Workshops are Mandatory

Rate of Pay:

\$14.00/hour x 32-39.5 hours weekly

Deadline:

July 31st @ 12:00pm (noon)

Where:

Application packages can be dropped off at the Government Services Building in the drop box between the main doors or emailed to: stephaniet@curvelake.ca

***** Due to COVID-19 and the uncertainty of how or when our students will be returning to school, we have left the Summer Student Program open until the Fall of 2020.***



Posted: July 9, 2020
Internal/External

EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resource Management Manual, applications are now being accepted for the following **Term (6 Month) Full Time** position:

CHILD PROTECTION WORKER

Duties:

- Ensure client files are complete and accurate
- Coordinate and facilitate customary care placements and prepares all required documents, supporting the child and family throughout the admission process
- Communicate regularly with Manager of Health and Family Services regarding client progress
- Ensure ongoing management of cases in accordance with First Nation and Ministry Child Protection standards
- Develop links with relevant communities on and off reserve to explore service options and strategies to address issues affecting First Nations children and families
- Investigates and assesses allegations of child abuse and/or maltreatment
- Completes admission to care documentation and child background information forms for placement purposes
- Respond and recognize a child's need for the support of extended family and First Nation community
- Receive designation as an authorized Child Protection Worker
- Collect information for statistical purposes specific to clients and program
- Maintain accurate and complete verbal and written exchange of information to represent all activities while on duty
- Performs other related duties as assigned by the Manager of Health & Family Services

Qualifications: Basic Requirements: **(APPLICANTS MUST EITHER SHOW NECESSARY PROOF WITH APPLICATION OR PROVIDE AT TIME OF INTERVIEW)**

Education:

- A University degree in Social Work or related field with minimum 2 years directly related work experience or an equivalent combination of education and experience

RATED REQUIREMENTS:

Knowledge:

- Expert knowledge of the Child and Family Services Act, Child Protection Standards, Ministry of Children and Youth Services Regulations and Case Management
- Knowledge of Customary Care and the philosophy of service development/delivery with First Nations
- Knowledge of with Case Management systems and procedures
- Knowledge of Curve Lake First Nation resources and area agency resources for referral purposes
- Knowledge of group dynamics, consultation and conflict resolution techniques

Skills/Abilities:

- Excellent interpersonal and counselling skills to work with a diverse client group
- Possess good time management, and written and verbal communication skills
- Possess excellent computer skills including Microsoft Word, Excel, Access and PowerPoint

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- Crisis intervention abilities (ingenuity and resourcefulness in developing alternative strategies)
- Ability to interpret and apply a wide range of social work practices, principles and First Nation practices in respect to protection and placement of children at risk, understanding the principles and goals of families in crisis
- Ability to work within a multi-disciplinary team

Personal Suitability:

- Commitment to helping children and their families by providing strong services in ways that respect Anishnaabe culture and spiritual practices
- Respect for confidentiality a must
- High level of tact and discretionary capabilities
- Willing to work flexible hours

TERMS OF EMPLOYMENT:

This is a six month term full time position beginning immediately. Annual salary for this position is \$49,163 to \$54,625 based on a 39.5 hour work week.

APPLICATION:

Application forms and position descriptions are available at the Reception of the Government Services Building. Application forms can also be obtained from the Employment Resource Centre or from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

Application package must consist of a completed application form, cover letter, resume, required documentation, addresses and phone number of two most recent employment references (if employed with Curve Lake First Nation previously, references from most recent Supervisor / Manager will be required). Please submit application package to the Government Services Building Receptionist to the attention of:

Abigail McCue, Human Resources Coordinator
Curve Lake First Nation Government Services Building
Curve Lake, Ontario K0L 1R0
Phone (705) 657-8045 Fax (705) 657-8708
Recruitment@curvelake.ca

Deadline for Applications: Friday July 24, 2020 at 12:00 (Noon)

If submitting in person, it is the responsibility of the Applicant to ensure their application is date stamped by the Curve Lake Government Services Building Receptionist. While only qualified applicants will be contacted for an interview, not necessarily all qualified applicants will be offered an interview. **Please note, interviews will be held over the GoToMeeting virtual meeting platform to ensure physical distancing measures are in place.**

While Curve Lake First Nation appreciates all applications, as outlined in the Curve Lake First Nation Human Resources Management Manual, applicants will be considered in the following priority: Level I: Internal Applicant, Level II: Any First Nation Member Applicants (s. 16(1) CHRA), and Level III: Any Applicants.

The successful candidate must provide an acceptable Canadian Police Information Check (CPIC) with Police Vulnerable Sector Cheque (PVSC) prior to commencing work.



Posted: July 9, 2020
Internal/External

EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resource Management Manual, applications are now being accepted for the following **Permanent Full Time** position:

ASSISTANT MANAGER OF HEALTH AND FAMILY SERVICES

Duties:

- Provide assistance to the Manager of Health and Family Services in regard to budgets and finances and ensure adherence to established goals/strategies and relevant funding arrangements
- Monitor monthly expenditures and budgets to ensure fiscal funding is expended and assist in preventing surplus/deficits
- Read GLs and transaction lists in order to complete cheque requisitions, travel claims, budget adjustments, account maintenance forms and other relevant Finance forms
- Assist with ensuring quality of services/programs delivery to the community
- Develop and deliver programming in accordance with relevant funding arrangements
- Develop and maintain on-going relationships with external community service partners
- Develop and maintain program files, service delivery reports, and program specific data
- Give assistance, when requested, to programs with their organization, preparation, set-up and ending of workshops
- Provide leadership in the identification, adoption and promotion of programs and services to enhance the health and wellbeing of the people of the Curve Lake First Nation
- Monitors government policies and legislation and recommends policy positions on issues of importance to the Curve Lake First Nation
- Provides administrative assistance as needed including transcribing, typing, and filing correspondence, minutes, agendas and reports
- Provides reception services as required

QUALIFICATIONS: Basic Requirements: **(APPLICANTS MUST EITHER SHOW NECESSARY PROOF WITH APPLICATION OR PROVIDE AT TIME OF INTERVIEW)**

Education & Experience:

- Post-Secondary Diploma in a Health related field and two years' related experience

Other:

- Valid Driver's License or access to reliable transportation

RATED REQUIREMENTS:

Knowledge:

- Knowledge of Microsoft Office programs
- Working knowledge of governmental policies, programs, services and, procedures at the Federal, Provincial and Regional levels, relative to the delivery of health and family services
- Knowledge of how to write and complete funding proposal submissions
- Knowledge programs and services offered by the Health department

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- Knowledge of programming that is available through Health and Family Services both on territory and through outside partners and agencies
- High level knowledge of legislative changes, policies, and procedures related to Health and Family Services

Skills and Abilities:

- Financial management skills and experience with budgets
- High level of administrative, secretarial and office skills within a health program
- High level of computer and word processing skills
- Good communication and public/staff relations skills
- High level organization, written and verbal communication skills
- Ability to use TRACKER scheduling program or willingness to learn
- Ability to develop and maintain filing systems
- Ability to work within specified deadlines, interruptions and peak workloads
- Ability to take meeting minutes

Personal Suitability:

- Exhibits a high degree of initiative and self direction
- Appreciation of the need for a positive, cheerful and informed approach with the public
- Punctual and reliable
- High level appreciation of Native issues

TERMS OF EMPLOYMENT:

This is a permanent part time position beginning immediately. Annual salary for this position is \$44,888 to \$49,875 based on a 39.5 hour work week.

APPLICATION:

Application forms and position descriptions are available at the Reception of the Government Services Building. Application forms can also be obtained from the Employment Resource Centre or from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

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The successful candidate must provide an acceptable Canadian Police Information Check (CPIC) with Police Vulnerable Sector Cheque (PVSC) prior to commencing work.



Posted: July 16, 2020
Internal/External

EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resource Management Manual, applications are now being accepted for the following **Term Full Time** position:

HUMAN RESOURCES COORDINATOR (TO FILL A MATERNITY LEAVE)

Duties:

- Provide tactical and strategic Human Resources support to the Chief Operating Officer, management and staff
- Develop, analyze, modify and implement Human Resources policies, programs and procedures
- Plan, organize, direct and coordinate Human Resources management activities including recruitment and selection, performance management, training and professional development, employee group pension and benefits administration, and workplace health and safety for Curve Lake First Nation
- Prepare and maintain HR files and databases
- Maintain master salary grid
- Recommend new policies and/or policy revisions to ensure compliance
- Develop and maintain employee job descriptions
- Assist all employees with grievances and the grievance process
- Act as a liaison between employees and brokers and/or insurance providers
- Respond to employee requests and questions
- Assist with the performance review and termination processes

Qualifications: Basic Requirements: **(APPLICANTS MUST EITHER SHOW NECESSARY PROOF WITH APPLICATION OR PROVIDE AT TIME OF INTERVIEW)**

Education/Experience:

- Degree in Business Administration (HR Specialization), Human Resources Management or equivalent with three years' experience
- Certified Human Resources Professional (CHRP) designation (or working towards) preferred
- Prior experience within a First Nation or Aboriginal organization preferred

RATED REQUIREMENTS:

Knowledge:

- Extensive knowledge and understanding of Part II and Part III of the Canada Labour Code, Canadian Human Rights Act, and Personal Information Protection and Electronic Documents Act
- Knowledge of the Employment Standards Act, and Ontario Human Rights Code
- Knowledge of the Curve Lake First Nation organization and services
- Knowledge of various funding agencies/criteria available for staff training and development
- Knowledge of computer programs and software including Microsoft Office, HRMS programs, internet browsers, etc

Skills/Abilities:

- Excellent problem solving skills and judgment capabilities

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- High level analytical and policy development skills
- Well-developed negotiating skills
- Ability to communicate clearly, both written and orally, as to communicate with employees and in group presentations and meetings
- Ability to multi-task, keep organized, develop work plans and ensure accountability

Personal Suitability:

- Strong appreciation of the need for confidentiality, tact and discretion with all staff
- Adept at problem-solving, including being able to identify issues and resolve problems in a timely manner
- Organized, accurate, thorough, and able to monitor work for quality
- Must be dependable, able to follow instructions, respond to management direction, and must be able to improve performance through management feedback

TERMS OF EMPLOYMENT:

This is a term full time position beginning August 31, 2020 to October 8, 2021. Annual salary for this position is \$53,438 to \$59,375 based on a 39.5 hour work week.

APPLICATION:

Application forms and position descriptions are available at the Reception of the Government Services Building. Application forms can also be obtained from the Employment Resource Centre or from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

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Deadline for Applications: Friday July 31, 2020 at 12:00 (Noon)

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Successful candidate must provide an acceptable Canadian Police Information Check (CPIC) prior to commencing work.



Posted: July 16, 2020
Internal/External

EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resource Management Manual, applications are now being accepted for the following **Permanent Full Time** position:

CUSTODIAN Health Centre

Duties:

- Clean and sanitizes offices and clinical space, dusting and polishing furniture, vacuuming, sweeping, mopping, washing walls and windows.
- Remove garbage and recycling from offices, meeting spaces, and centralized areas.
- Clean and sanitize washrooms and common spaces and replenish supplies (soaps, paper towels, etc.)
- Monitors supply inventory and orders as needed as per procurement guidelines
- Maintains janitorial equipment and storage areas in a clean and organized fashion
- Provides outside maintenance of grounds, gardens, parking lots, ramps, steps and sidewalks on a year round basis including but not limited to grass cutting, raking, litter/garbage collection and disposal, snow shoveling, snow removal and sanding/salting
- Cleans and maintains the family resource centre
- Opens and closes buildings in accordance to procedure

QUALIFICATIONS: Basic Requirements: **(APPLICANTS MUST SHOW NECESSARY PROOF WITH APPLICATION OR WILL BE AUTOMATICALLY SCREENED OUT)**

Education & Experience:

- Ontario Secondary School Graduation or minimum of two years related experience in a maintenance /custodial environment

Other:

- Current First Aid and CPR Certification

RATED REQUIREMENTS:

Knowledge/Skills:

- Familiarity with the Health Centre operation and services
- Knowledge of cleaning and maintenance procedures
- Good communication skills, both written and oral
- Good public relations skills, including an appreciation of the need for tact and a positive, cheerful and informed approach to the public

Abilities:

- Ability to maintain and make minor repairs to operating equipment
- Ability to operate cleaning, and snow removal equipment
- Demonstrates initiative, good judgement and is in good physical condition

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Personal Suitability:

- Must have a high respect for confidentiality and the necessary security of files
- Exhibits a high degree of initiative and self-direction
- Willing to work flexible hours
- Must be punctual/dependable with a strong desire to work

TERMS OF EMPLOYMENT:

This is Full Time Permanent position beginning immediately. Annual salary range for this position is \$34,200 to \$38,000 based on a 39.5 hour work week.

APPLICATION:

Application forms and Position Descriptions are available at the Reception of the Government Services Building. Application forms can also be obtained from the Employment Resource Centre or from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

Application package must consist of a completed application form, cover letter, resume, required documentation, addresses and phone number of two most recent employment references (if employed with Curve Lake First Nation previously, references from most recent Supervisor / Manager will be required). Please submit application package to the Government Services Building Receptionist to the attention of:

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Phone (705) 657-8045 Fax (705) 657-8708
Recruitment@curvelake.ca

Deadline for Applications: Friday July 31, 2020 at 12:00 (Noon)

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The successful candidate must provide an acceptable Canadian Police Information Check (CPIC) with Police Vulnerable Sector Check (PVSC) prior to commencing work.



Posted: July 22, 2019
Internal/External

EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resources Management Manual, applications are now being accepted for the following **Seasonal Part Time** position (with the possibility of renewal for the 2021 season):

GATE OPERATOR (2) Petroglyphs Provincial Park

Duties:

- Responsible for the collection of fees for admittance into the Petroglyphs Provincial Park
- Responsible for maintaining a daily journal of the park permits issued
- Responsible for the reconciliation of park permits and revenue on a daily basis
- Responsible for the distribution of information to visitors as required
- Responsible for wearing a uniform as required by the Curve Lake First Nation
- Responsible for maintaining professional relationships with Ontario Parks staff
- Responsible for being an ambassador for Curve Lake First Nation
- Responsible for staff schedules, maintaining and reconciliation of floats

QUALIFICATIONS: Basic Requirements: **(APPLICANTS MUST SHOW NECESSARY PROOF WITH APPLICATION OR WILL BE AUTOMATICALLY SCREENED OUT)**

Education:

- Minimum of Grade 12

Other:

- Proof of valid driver's license
- Indication of use of reliable transportation
- Current First Aid / CPR
- Knowledge in the use of a Fire Extinguisher

RATED REQUIREMENTS:

Knowledge:

- Knowledge of the Petroglyphs Provincial Park
- Basic knowledge of the sacredness of the Rock Teachings to First Nations People
- Knowledge of spreadsheets and financial records

Abilities:

- Ability to handle cash, daily journal and conversion of cash from American to Canadian dollars
- Ability to work flexible hours including weekends and holidays
- Ability to communicate effectively with a variety of personalities

Personal Suitability:

- Excellent Public Relations skills
- Reliable
- Punctual

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TERMS OF EMPLOYMENT:

This is a Seasonal Part Time position beginning immediately to October 5, 2020. **The successful candidate must be committed to work the entire duration of the contract.**

The rate of pay for this position is \$15.00/hour. Hours of work will be approximately 24-32 hours per week. The successful candidate(s) will receive \$15.00 per day driven to the park for mileage.

During July and August, Petroglyphs Provincial Park is open 10:00 am – 5:00 pm daily including weekends and statutory holidays. On occasion throughout the season, the Petroglyphs are open for evening programs as well. During May, June, September and October the Park is open Wednesday to Sunday, 10:00 am – 5:00 pm.

APPLICATION:

Application forms and position descriptions are available at the Reception of the Government Services Building. Application forms can also be obtained from the Employment Resource Centre or from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

Application package must consist of a completed application form, cover letter, resume, required documentation, addresses and phone number of two most recent employment references (if employed with Curve Lake First Nation previously, references from most recent Supervisor / Manager will be required). Please submit application package to the Government Services Building Receptionist to the attention of:

Abigail McCue, Human Resources Coordinator
Curve Lake First Nation Government Services Building
Curve Lake, Ontario K0L 1R0
Phone (705) 657-8045 Fax (705) 657-8708
Recruitment@curvelake.ca

Deadline for Applications: Friday August 7, 2020 at 12:00 (Noon)

If submitting in person, it is the responsibility of the Applicant to ensure their application is date stamped by the Curve Lake Government Services Building Receptionist. While only qualified applicants will be contacted for an interview, not necessarily all qualified applicants will be offered an interview. **Please note, interviews will be held over the GoToMeeting virtual meeting platform to ensure physical distancing measures are in place.**

While Curve Lake First Nation appreciates all applications, as outlined in the Curve Lake First Nation Human Resources Management Manual, applicants will be considered in the following priority: Level I: Internal Applicant, Level II: Any First Nation Member Applicants (s. 16(1) CHRA), and Level III: Any Applicants.

The successful candidate must provide an acceptable Canadian Police Information Check (CPIC) with Police Vulnerable Sector Cheque (PVSC) prior to commencing work.



Posted: July 22, 2020
Internal/External

EMPLOYMENT OPPORTUNITY

As outlined in the Curve Lake First Nation Human Resource Management Manual, applications are now being accepted for the following **Permanent Full Time** position:

SOCIAL SERVICES ASSISTANT

Duties and Responsibilities:

- Meet and greet visitors at the front counter of the Ontario Works office
- Date stamp all incoming documents and distribute/file accordingly
- Provide forms as requested by client and ensure they are completed accurately with supporting documents
- Provide assistance with use of client computer, printer, photocopier and fax machine
- Ensure all regularly used forms are printed, available, and organized
- Create files for new clients according to Ontario Works file management practice
- Archive case files according to the Ontario Works Directives
- Bulletin board for programs and services pertaining to the needs of clients
- Support the provision of training support services in employment related skill development, budgeting, life skills or other training
- Assist clients with computers for online information needed to determine program eligibility (online banking, EI, CRA, job search, online applications, etc.)
- Create Ontario Works Program information (workshops, events, etc) for inclusion in the CLFN Newsletter and other CLFN social media (twitter, facebook, electronic sign/tv, texting line, email)
- Assist in the delivery of workshops for groups based on the needs and interests of residents of Curve Lake
- Respond to general telephone enquiries and front counter in person enquiries
- Assist in compiling monthly cheque distribution

QUALIFICATIONS: Basic Requirements: **(APPLICANTS MUST EITHER SHOW NECESSARY PROOF WITH APPLICATION OR PROVIDE AT TIME OF INTERVIEW)**

Education:

- Successful completion of a post-secondary education program with a background in either office administration/secretarial services or social services
- Experience in a Social Services setting (preferably First Nations) is preferred

RATED REQUIREMENTS:

Knowledge:

- Thorough and current knowledge of the services within Curve Lake First Nation
- Knowledge of the programs and services offered by Curve Lake First Nation Social Services

Skills:

- Excellent public relations skills, including an appreciation of the need for tact and a positive, cheerful and informed approach with the public

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- Must have excellent computer skills and knowledge of various computer software
- Displays initiative and strong interpersonal skills

Personal Suitability:

- High level appreciation of First Nation issues
- Appreciation of the need for confidentiality and discretion
- High respect for confidentiality

TERMS OF EMPLOYMENT:

This is a permanent full time position beginning immediately. Annual salary for this position is \$38,475 to \$42,750 based on a 39.5 hour work week.

APPLICATION:

Application forms and position descriptions are available at the Reception of the Government Services Building. Application forms can also be obtained from the Employment Resource Centre or from the Curve Lake First Nation website (www.curvelakefirstnation.ca) under documents.

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APPLICATION FOR EMPLOYMENT

POSITION BEING APPLIED FOR:

PERSONAL DATA:

CERTIFICATE OF INDIAN STATUS NUMBER: _____
(IF APPLICABLE)

LAST NAME	GIVEN NAME(S)
PRESENT ADDRESS (INCLUDING POSTAL CODE)	
HOME TELEPHONE:	ALTERNATIVE PHONE:

EDUCATION

SCHOOL	COURSE OF STUDY	DATES FROM MONTH/YEAR	ATTENDED TO MONTH/YEAR	DEGREE OR DIPLOMA	DATE

OTHER COURSES, WORKSHOPS, SEMINARS AND LICENSES OR CERTIFICATES OBTAINED WHICH RELATE TO THE POSITION BEING APPLIED FOR:

Government Services Building
22 Winookeedaa Road
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ELABORATE ON THE INFORMATION PRESENTED AND HOW THIS EXPERIENCE IS RELEVANT TO THE POSITION FOR WHICH YOU ARE APPLYING.

I HEREBY DECLARE THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

I UNDERSTAND THAT A FALSE STATEMENT MAY BE CAUSED FOR DENIAL OR IMMEDIATE TERMINATION OF EMPLOYMENT.

SIGNATURE

DATE

EMPLOYMENT REFERENCES

NAME AND OCCUPATION	ADDRESS	PHONE NUMBER

July

Curve Lake First Nation

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	