Kidodenaminan

TFN Newsletter

Our Community

November 30th, 2020



Manidôns gîzis (Early Winter Moon)













COVID 19 UPDATE

from Chief & Council

Directives

- -Limit non essential travel (new cases in North Bay)
- -Maintain social bubble (family & friends)
- -Maintain social distancing 2m
- -Wear a mask & wash hands frequently
- -Private gathering 10 people
- -Community Indoor events 12 people
- -Community Outdoor events 50 people
- -Kiwetin School no longer in modified phase II (contact school for more information)
- -ALTCC visitor hours: Monday to Friday 1-3pm & 6-7pm No Visitors on Weekends
- * Please remember to call ahead to book an appointment to access services at the Health Centre 819-723-2260 and the Band Office 819-723-2335



For more information: https://www.quebec.ca/en/health/health-issues/a-z/2019-coronavirus/instructions-directives-covid19/ Quebec Public Health telephone: 1 877 644-4545 (toll free) Monday to Friday, 8 a.m. to 6 p.m

FNQLHSSC Udpate highlights

-On the Quebec website

Link to fact sheet on ceremonies and cultural activities A guide from Quebec to help adapt to activities during Christmas

- -Border measures for non-essential travel to U.S. extended to Dec. 21
- -Mashteuiatsh band council has recommended teleworking for employees





INFORMATION

Ontario

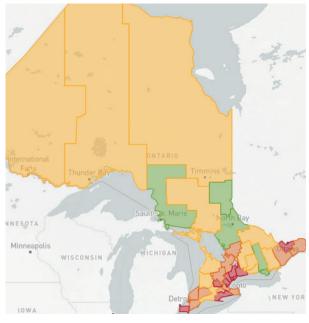
As of November 17, there are a total of 109,361 confirmed cases and 3,575 deaths due to COVID-19 in Ontario reported Compared to the previous day, this represents:

An increase of 1,478 confirmed cases (percent change of +7.6%) An increase of 21 deaths (percent change of -40%) An increase of 1,365 resolved cases (percent change of -7.5%)

Timiskaming Health Unit

o active case in Timiskaming region currently Change in cases since November 16 is o Cumulative case count since the beginning of the pandemic is still 18 Cumulative rate per 100,000 population – 55.1 per 100,000 people Note for all of North Eastern Ontario, there are currently 35 total active cases (15 in Public Health Sudbury District, 14 in North Bay Parry Sound District Health Unit, 3 in Algoma Public Health/Saulte Ste Marie area, 3 in Porcupine Health Unit/Timmins area and 0 in Timiskaming Health Unit)





Québec

Currently, régions in the red zone include Saguenay-Lac-Saint-Jean, Capitale-Nationale, Mauricie, Centre-du-Québec, Estrie, Montréal, Chaudière-Appalaches, Laval, Lanaudière and Montérégie

In the past 24 hours, there have been 1 464 new cases, bringing the total number of people infected to 136 894 in the province

The data also report 32 new deaths, for total of 6,947.

The number of hospitalizations increased by 20 compared to the previous day, for a cumulative total of 675. Among these, the number of people in intensive care remains stable, for a total of 90(-3).

Abitibi-Témiscamingue

- Number of confirmed cases since the beginning of the pandemic 265
- · Confirmed cases in the region from Nov.15 to Nov. 24 is 7
- · Nobody is hospitalized at the moment
- · Confirmed deaths in this region since the beginning of the pandemic is 4









Widjikiwe Gas Bar LP.

86 Rue Ontario (TFN), Notre Dame du Nord, QC Telephone: 705-622-0722

email: Wgblp.manager@atfn.ca

GAS UP YOUR CAR FOR FREE

ALL YOU NEED TO DO TO IS FILL OUT THE SURVEY INCLUDED AND DROP IT OFF AT 28 Algonquin Avenue. OR SEND IT IN BY EMAIL AT <u>WGBLP.MANAGER@ATFN.CA</u>. YOU CAN ALSO VISIT OUR FACEBOOK PAGE.

Enter your Name	
Enter your Address	
Enter your Vehicle Make, Model and year	
Do you have a Fuel Tax exemption card?	
Yes	
○ No	
I have applied	
I need to apply	
Are you looking forward to the Widjikiwe Ga	s Bar Opening?
Yes	
No / Doesn't matter	
How often to you usually gas up in a week?	
$\bigcirc 1 \bigcirc 2 \bigcirc 3 \bigcirc 4 \bigcirc 5$	
Which service do you prefer?	
Full-Serve	Self-Serve
What Widjikiwe Gas Bar services are you lookir	ng forward to the most?
Gas and Convenience Store	M&M Meats
Beer & Wine	Coffee and Fresh Pastries
Lotto-Quebec	Fresh Hot and Cold Lunches

Terms & conditions:

Only applies to TFN Band members living on reserve. We will be accepting only one vehicle per valid address. (Proof of ownership may be required)

Those who already submitted do not need to resubmit.





TIMISKAMING FIRST NATION SNOW REMOVAL

The TFN Public Works Department is pleased to offer our on-reserve senior members of the community a snow removal service, free of charge to their main residence. This service is also be offered to TFN handicapped members at a reduced rate. Furthermore, the service will be provided to all community service buildings.

Please remember that this is a service we are providing, it is not an obligation on our part, TFN will not be held responsible in any way for accidents or injuries resulting from lack of sand or slippery yards or any damage to properties. The service of snow removal only applies to driveways; Drive-ways will be plowed to allow adequate access to the residence. Additional snow removal (ex. Clearing of large driveways) will be at the home owners' expense.

In order to have a fair system, the criteria are and will be followed as such: To qualify for this service, you must:

Senior

Person must be a TFN band member and make request. (As of November 30th)

Must be the main home owner and reside there.

Sign an annual agreement with the TFN administration.

Be 65 years of age or over. (By December 31st of the current year)

Disabled/Handicapped

A certificate from your doctor. (Stating reason and duration of disability that would prevent physical activity) Have no other person physically capable of clearing snow residing with them.

The service will be offered at a discount rate of \$90.00. (Winter season)

Optional

Sanding of cleaned driveway will be added for additional \$20.00.

Amount/Snow Removal \$		
Amount/Sanding \$		
Address:		
Total \$		
	rint name)	
SIGN	DATE:	

News in education – November 30, 2020

TDSS GRADUATION PHOTOS

Reminder to TDSS parents to book your child's graduation photos for this week at: https://photografiks.net/booking-page-amelia/

Cap and gown are paid for by TFN Education Department.

MARVEL INTRODUCES FIRST INDIGENOUS COMIC BOOK

Anyone interested in Marvel's first Indigenous comic book created and designed by Indigenous artists can check it out on Amazon: Marvel voices: Indigenous voices#1 for a Kindle version or order a paper copy from Good Minds at: 1-877-862-8483. Rated grade 8 and up.

TDSS MARKS FOR 2ND ROTATION SUBJECT

Marks for the 2nd rotation subject are now available to parents as of Monday, November 23rd.

BREAKFAST PROGRAM AT TDSS

This is to inform you that TDSS runs a breakfast program from 8:15 to 9:00 at the school bus entrance at the back of the school. Every day, students have access to a fruit, a grain and a dairy item.

PARENT SURVEY - ALL DAY WORKSHOP ON ANXIETY AND DEPRESSION

Parents of students attending provincial schools are asked to respond to the survey they were emailed with regard to attending an all-day workshop on anxiety and depression. Kiwetin parents also have access to this same message. Interest will determine if this workshop is held in 2021. Thank you for your cooperation.

NEW EDUCATION PARTNERSHIPS PROGRAM COORDINATOR

The Education Department would like to announce that Shane Polson will be returning to the community to fill the role of Education Partnerships Program Coordinator, effective January 1, 2021. Shane will be replacing Audrey McLaren and definitely has big shoes to fill! He will be shadowing Audrey for the week of December 7 to 11, so don't be surprised if you see him around. We are certainly going to miss Audrey and her invaluable dedication to her role; however, we are also very fortunate to have Shane join us to take her place.

A big congratulations to Audrey on her pending retirement and a big welcome to Shane!

Jane Wallace
Education Director
Timiskaming First Nation
24 Algonquin Avenue
Notre-Dame-du-Nord QC J0Z 3B0

Tel: 819-723-2335 Fax: 819-723-2353



Timiskaming First Nation

24 Algonquin Avenue (TFN), Notre Dame du Nord, QC J0Z 3B0

Telephone: 819-723-2335 • Fax: 819-723-2353

NOTICE TO CLIENTS: INCOME ASSISTANCE

- Clients will be contacted for appointments for the month of December in order to receive a grocery card and gift bag. If you have not been contacted please call the office.
- Clients who do not normally need to sign cards will have their grocery cards and gift bag delivered.
- Clients will be signing declaration cards at the in-person appointment, they will **not** be mailed out for December.
- Mailing out the declaration cards will resume in January

If there are any questions or concerns please do not hesitate to contact us.

Happy Holidays!



Sharon Baker Income Assistance Manager Incomeassist.manager@atfn.ca Taylor Polson Caseworker case.worker@atfn.ca

Timiskaming First Nation Police

A reminder from TFN Police...

WINTER TIRES: MANDATORY FROM DECEMBER 1 TO MARCH 15 **INCLUSIVE**

Tires MUST have this pictogram:





Ni Dakinan is happy to announce that we are once again providing the service of cutting and splitting firewood for the benefit of Timiskaming First Nation members. The firewood will be available to purchase for 60\$ a cord. We will have a cap of 4 cords per household, as we would like to allocate the firewood equally. We want to prioritize our Elders, Seniors, and members who have a wood stove. Furthermore, TFN organizations and programs will be allowed to purchase 5 cords each and are encouraged to arrange as soon as possible.

Make an appointment for payment or EMT accounting.clerk@atfn.ca and they shall issue a receipt that can be picked up at the band office prior to picking up the firewood. You will need proof of payment to pick up the wood.

For more information, please call Ni Dakinan at 819-723-2291 or message us on our Facebook page.

Nursing department



Flu vaccine clinics



Will be available Monday, November 2nd, 2020.

The flu vaccine will be offered Monday to Thursday from 3:00pm to 4:15pm.

<u>Available until December 17-2020</u> -Flumist intranasal (by the nose) will be offered to children 2 to 17 years old.

If you are only available in the evenings, please call and notify us and if there are enough demand we will open an evening clinic.

By appointments only.

Notice:

To all patients of Dr. Duchesneau & Dr. Valet. They will be seeing their patients by tele Health at the Health Centre with the help of the nursing staff. So, if you need an appointment with your doctor please call the Health Centre at 819-723-2260. and your name will

be put on a list for your doctor.

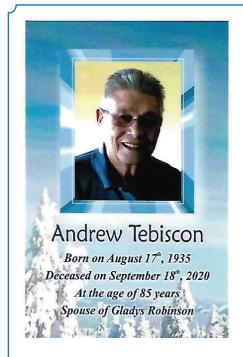
Meegwetch



Reminder: no walk ins at the Health Centre.

Due to COVID 19 we cannot accommodate walk-ins. Please call ahead of time to make an appointment to see one of the nurses.

Thanking you in advance for your cooperation



We would like to thank the community members, the Health & Wellness Centre staff and the Seniors Committee for the support and generosity during our loss of our beloved father and husband Andrew. Also, a grand-father, a great grand-father and a friend to many.

A special thank you to the ones who came to the burial service and luncheon in Hunter's Point, Quebec.

Niwikiwe, (going home)

Meegwetch! from Gladys Tebiscon and family.

NOTICE:

Shelby McBride the First Line Intake worker will now be taking all TFN resident's appointments for psychologist Arlene Laliberté. Numerous mental health services and assessments can be offered. The availabilities to meet with Arlene are Tuesdays and alternating to Thursdays every second week from 9 AM to 3 PM. You can reach Shelby to schedule an appointment or have more information on the services at 819-723-2260 ext 145.

Christmas Hampers

This years Christmas Hampers will be prioritized to single people and families with children based on their living situation.

Please complete the attached form and bring it to the Health & Wellness Center to the attention of Marsha Wabie.

Deadline for applications is December 4th, 2020 @ 12pm

Applications handed in after deadline **will not** be accepted.

Delivery of hampers will be December 16th, 2020



Complete the form and bring it to the Health & Wellness Center before **December 4th @ 12pm***Please note that all applications are kept confidential*

PLEASE PRINT using a pen

Name:	Number of adu	Its living in household:	
Address:		s:	
Phone #:	Number of child	dren living in household:	
Source of income:	Children names	s: (0-17)	
Reason for applying:	1	age:	
	3	age:	
	4	age:	
	5	age:	
	If you have	e any questions feel free to contact:	
	•	ha Wabie at the Health Center	
	819	9-723-2260 or 819-723-5223	





FREEZER MEALS



December 2020

Wednesday, Dec 2nd 10am & 2pm Wednesday, Dec 9th 10am & 2pm Wednesday, Dec 16thth 10am & 2pm (Closed during Christmas break)

Join us at the Health & Wellness Centre to prepare delicious meals to take home, please enter by the front door,

you will be screened upon entering. Each class will hold a maximum of 10 people, social distancing will be put in place during workshop.

REGISTRATION is required, please call 819-723-2260

CHRISTMAS FOOD DR

Please help us by donating non-perishable food items to help benefit those in need this holiday season!



Drop off locations: Health & Wellness Centre Band Office Council Office Kiwetin school



Breakfast items

Canned meats

Canned veggies

Peanut butter

Jams

Kids snacks



For pick up or more information, please contact Marsha @ 819-723-5223

Pick-up can also be arranged!





CHRISTMAS TURKEY OR HAM



If you're a senior aged 65 or older, living in TFN and would like to receive a turkey or ham for Christmas this year

please call Marsha @ 819-723-5223

before Friday, December 4th, 2020 @ 12pm

Régie de l'assurance maladie uébec 💀 💀



Is your medical card up-to-date? Is it expired? If it's expired, any of our Social Service Workers can be reached at 819-723-2260 and assist you in calling into the RAMQ to request a renewal form. If your card is no longer valid RAMQ can issue a temporary number or if you rather call the RAMQ yourself and request a renewal form they can be reached at: 1-800-561-9749. .



Anishnabe Long-Term Care Centre

26 Algonquin Avenue

Timiskaming First Nation • Notre Dame du Nord (PQ) • J0Z 3B0

RESOLUTION The Anishnabe Long-Term Care Centre (ALTCC) Board of Directors is replacing a formal annual meeting with the members by this written resolution.

RESOLUTION #11112020

By this Resolution the Board of Directors of the ALTCC reports the following:

- 1. Since February 12, 2018 the present ALTCC Board of Directors are accountable to manage or supervise the management of the activities and affairs of the Corporation.
- The ALTCC Board of Directors continues dealings with government owing remittances prior to 2018. A lawyer is negotiating on our behalf to hopefully have late penalty fees waved and set a manageable re-payment agreement.
- 3. The ALTCC is in the process of getting audits up to date, a challenging process that is not yet completed.
- 4. The ALTCC Board of Directors continues to work toward providing services and is working on many improvements for not only our residents, but our employees as well.
- 5. The ALTCC Board of Directors continues to take necessary legal action to protect the future of the ALTCC wherever necessary.
- 6. The ALTCC Board of Directors has negotiated an important increase in daily per diems through the Assisted Living Program with Indigenous Services Canada, further exchanges are planned.
- 7. The ALTCC Board of Directors approved by resolution a new Personnel Policy, to replace one that was outdated and no longer fit the new structure and designation.
- 8. The ALTCC Board of Directors approved by resolution a Code of Ethics that includes a Residents Bill of Rights.
- 9. The ALTCC has the collaboration and support of Timiskaming First Nation Health and Wellness Centre through the Elders Continuing Care Collaborative.
- 10. The ALTCC has Emergency Pandemic financial government support through Timiskaming First Nation Leadership and Band Administration.
- 11. The ALTCC is following all Provincial COVID-19 guidelines, including gathering restrictions.

NOW, THEREFORE BE IT RESOLVED, that there will be no formal meeting with the members.

NOW, THEREFORE BE IT RESOLVED, this resolution will be filed with Corporations Canada, as part of our annual reporting requirements and we are in our legal board governance rights as a not for profit corporation to do so.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the ALTCC Board of Directors hereby provides report notice through this Resolution to ALTCC members.

Resolution signed by the ALTCC Board of Directors, signed and validated on November 13th, 2020 by:

Adrianne Wabie, Director

1101

Chevenne Chevrier, Director

Jolene Polson, Secretary

Lina McKenzie, Vice President

Donna McBride, President

Joanne King, Treasurer

Anishnabe Long Term Care Center



50/50 Draw

Date: Thursday, December 17th, 2020

Tickets can be purchased by calling Karin at 819-723-2225 or by staff members.

All proceeds to benefit residents activity funds



Find The Joker (win the poncho) \$10/card

Draw will take place once all the cards sell

All proceeds will benefit the residents activity funds

For more information contact Karin at (819)723-2225

ANISHNABE LONG TERM CENTER



 $26\,\mathrm{Algonquin}$ Avenue Timiskaming First Nation, QC J0Z 3B0

Tel: (819) 723-2225
Fax: (819) 723-2112
Email: activities@anishnabe-ltcc.ca



Online Xmas Bake Sale

Date: Wednesday, December 16, 2020

Time: 12 pm

On the event date we will do a live video to show all the goodies available to purchase.

After the video, we will post individual photos of each item and how many are available. You will then be able to comment under the photo of the item you want



All the proceeds are to benefit the residents activity funds.

Please join our Facebook events page to have access to the bake sale—-> (ALTCC Online Xmas Bake Sale)

Québec's version of CrimeStoppers is Info-Crime(Échec au crime). If you know of any crimes or any illegal drug traffficking, please report it and you can also collect a reward of up to 2000\$! You can call anonymously (calls are never traced.) to:



1-800-711-1800 or you can visit their site www.echecaucrime.com



TFN now accepts Interac E-Transfer Payments!

Payments can be emailed to:

accounting.clerk@atfn.ca

Please indicate your name & address for the reason of the payment.

If you have any question or require more information please contact:

Christine Godin,

Accounting Clerk



TACO TUESDAYS

November 24, 2020 December 8, 2020

Starting at 6pm!

Where? TFN Youth Center

Take Out Only! Free!

TFN Youth Center
18 Algonquin Avenue

819 723 2255



As you may or may not be aware, I have started Narcotics Anonymous meetings at TFN HWC, 22 Algonquin Avenue, every Wednesday evening from 7:30 pm to 8:30 pm I can receive a maximum of 10 people, please use side door, there's also Alcoholics Anonymous every Monday evening 8 pm to 9 pm same place.

Theresa Wabie NNADAP



INDIAN RESIDENTIAL SCHOOL CLAIMANTS MAY CHOOSE TO SHARE THEIR RECORDS OR KEEP THEM CONFIDENTIAL

If you made a claim in the Indian Residential Schools Independent Assessment Process (IAP) or Alternate Dispute Resolution Process (ADR), you have choices:

- Do nothing: your records will remain confidential and then will be destroyed on September 19, 2027
- Get a copy for yourself to keep or share with others
- Preserve your records at the NCTR for history, education and research
- Get a copy for yourself <u>and also</u> preserve your records at the NCTR for history, education and research

THE CHOICE IS YOURS AND YOURS ALONE

TO LEARN MORE ABOUT YOUR CHOICES, CONTACT:

IAP INFORMATION

Phone: 1-877-635-2648 (toll free)
Email: MyRecordsMyChoice@irsad-sapi.gc.ca
Online: www.MyRecordsMyChoice.ca

ASSEMBLY OF FIRST NATIONS

Phone: 1-833-212-2688 (toll free) Email: iapdesk@afn.ca

Online: www.afn.ca

INUIT REPRESENTATIVES
Contact for the Inuvialuit:
Phone: 1-867-777-7018
Email: ggruben@inuvialuit.com
Online: http://www.irc.inuvialuit.com/

Contact for Makivik:

Phone: 1-800-369-7052

Electronic communications can be submitted at:

http://www.makivik.org/contact/ Online: http://www.makivik.org

To learn more about the National Centre for Truth and

Reconciliation (NCTR), contact: Phone: 1-855-415-4534 (toll free) Email: NCTRrecords@umanitoba.ca

Online: www.NCTR.ca

If you are feeling pain or distress because of your residential school experiences please call the free 24-hour crisis line:

Residential Schools Crisis Line: 1-866-925-4419





The mandate of *Notre-Dame-du-Nord en santé* is to promote quality of life and well-being of its citizens. One of our priorities is the recycling of reusable materials. Located within its offices, the *Friperie du Nord* contains used clothing and a variety of items provided by individuals of the area.

Committee members

- *Claude Caza, President *Lise Millette, Vice-President *Lucette Labonté, Treasurer
- *Martine Brisson, Secretary * Rénal Dufour, Administrator *Kim Mc Laren Administrator

Projects

Jeraya

Sliding hill

Mural

Rénal Dufour

Lise Millette Sylvie Brisson

Water park

Kim McLaren Sylvie Brisson

Sylvie Brisson Claude Caza

Island water

fountain

Committee members 2020

Friperie: Members

Volunteers

Employees

Support services

- *Lucette Labonté Director
- *Martine Brisson
- *Lise Millette
- *Desneige Roy
- *Claude Caza

Aline Begin Karine Barrette Anne Laurie Auclair Laurence M. Lepage

Maison des jeunes Lise Millette

Red Cross Martine Brisson

On behalf of the *Notre-Dame-du-Nord en Santé* team, we wish to thank all of our sponsors who contributed to the realization of this beautiful mural.



Rodéo du Camion Maison Yvon Champoux

Municipalité de Notre-Dame-du Nord

Timiskaming First Nation STA Elite Transport Inc. Clay Belt Transit Témisko Club le Bel Age

M.R.C de Témiscamingue

MP : Mrs. Émilise Lessard Therrien





Infection Prevention and Control in the Dental Office



Your Dental Hygienist Keeps You Healthy...and Safe!

Have you ever wondered what your dental or dental hygiene office does to keep you safe and healthy? How do they prevent the transmission of infectious diseases?

Dental and dental hygiene offices adhere to some of the highest infection prevention and control standards in the health care field. These standards are set by each provincial regulatory body and must be followed by all oral health professionals. Your dental hygienist starts keeping you safe even before you arrive and doesn't stop until after your appointment is done.



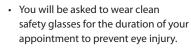
What does the dental hygienist do to prepare for my appointment?

- Cleans all chairs, trays, lights, countertops, handles, and ultrasonic units using disinfectant wipes or spray
- May place single-use barriers on touchable surfaces, such as head rests, light handles, suction devices, handpieces used for polishing, and computer keyboards
- · Sets out wrapped, sterilized instruments
- Ensures countertops in the dental operatory are clutter free
- Purges the water lines to ensure they remain bacteria free

What can I expect at the beginning of my appointment?

- Your dental hygienist will wash their hands and put on safety glasses, a new mask, and new gloves.
- Your dental hygienist may also wear a gown and use a face shield.
- Your dental hygienist will open a sterile cassette or pouch of instruments in front of you.
- You may be asked to use a pre-procedural mouth rinse to reduce bacteria in your mouth.

What can I expect during my appointment?





- Your dental hygienist may change gloves several times to avoid cross-contamination, especially after touching items like keyboards, pens, and drawers.
- Your dental hygienist may wash their hands or use hand sanitizer several times.
- Your dentist will put on new gloves and a mask before examining your mouth, teeth, and gums.

What else should I know?

- You have the right to question the office on their infection control procedures.
- The cassettes and pouches of instruments are sterilized after every appointment.
- The office keeps records of all sterilization cycles for instruments to ensure that sterilizers are working correctly.

Your dental hygienist is committed to maintaining a safe and healthy environment to protect you and your family at all times.

The Algonquin Nation Tribal Council

invites you to participate in the

40th

ANNUAL GENERAL ASSEMBLY

Thursday, December 3rd,2020 @ 1pm-4pm



Due to Covid 19 Pandemic, the AGA will be hosted as a virtual meeting via Zoom.

Zoom meeting link: https://us02web.zoom.us/j/81004332880?pwd=VDhlcGdtRXdORjRROTh6VGJkVk1TZz09 Passcode: 023879

Community 'Take Out' Supper will be available.

ABL-Participant Draw TFN-Participant Draw WLFN-Participant Draw

lst Laptop

2nd Jacket

2nd hoodies

1st Laptop 2nd Jacket 3r hoodies

lst Laptop 2nd Jacket 3rd Bloodles

EMPLOYMENT OPPORTUNITIES

If your are interested in any of these opportunities, you can download the full job description at our website:

www.atfn.ca



Department: Health (22 Algonquin Avenue)

Immediate Supervisor: First Line Service Intervention Supervisor

Deadline for application: Monday, December 7th, 2020 at 12pm (noon)

Possible interview date: week of December 7th, 2020

Starting date: as soon as possible

Specialized Educator (For clients between 0-17 years of age) Supervisor: First Line Services Clinical Intervention Supervisor

Deadline for application: Monday, December 7th, 2020 at 12pm (noon).

Possible interview date: week of December 7th, 2020

Starting date: as soon as possible

Drug Strategy and Mental Health Counsellor

Supervisor: First Line Service Intervention Supervisor

Deadline for application: Monday, December 7th, 2020 at 12pm (noon).

Possible interview date: week of December 7th, 2020

Starting date: as soon as possible

For more information or if you would like a physical copy of any of the job descriptions, please contact:

Timiskaming First Nation Attention: Nancy McBride 24 Algonquin Avenue (TFN) Notre-Dame du Nord, J0Z 3B0 Or Email to: Human.Resources@ atfn.ca



EMPLOYMENT OPPORTUNITIES

Part-Time Cook at Anishnabe Long Term Care Centre

JOB SUMMARY:

Preparing meals, which contribute to a balanced, nutritious and appealing diet. Responsible for inventory control and maintenance of an orderly and sanitary work area. Works as a team member with other departments to ensure the wellbeing of the residents. Must follow the Canadian Food Guide to prepare menus.

DUTIES & RESPONSIBILITIES

- Prepares and serves daily and special meals according to menus, recipes, diets and scheo
- Ensures special dietary requirements of residents are met.
- Ensures work areas and equipment are cleaned after every use.
- Every two weeks do a thorough cleaning of the appliances and work area
- Provides assistance, understanding and encouragement to all residents.
- Ensures residents' rights or privacy and confidentiality are maintained.
- Ensures proper security procedures are followed in the handling and storage of any confidential material.
- Assist in the development of monthly menu
- Responsible for direction of staff engaged in food preparation and overall cleanliness and operation of the kitchen.
- Ensures dietary and cooking supplies are stored in a safe and efficient manner. Following health directives per Residents' needs.
- Reports repair and maintenance requirements to Operations Manager and any other issues important to the operation of the department.
- Responsible for inventory control and the adequate storage and rotation of food and supplies order.
- Signs for deliveries when necessary and ensures food items are received in good condition and are stored properly.
- Participates in Quality Assurance/Risk Management activities through input into dietary standards, evaluation of service,

problem identification and problem solving.

- Maintains a current knowledge of and complies with facility policies and departmental standards.
- Contributes to departmental and facility operation through participation in staff meetings as assigned.
- Attends staff in-service and continuing education programs as scheduled.
- Performs other related duties as assigned.

JOB QUALIFICATION

Education / Knowledge:

Minimum grade 12 education or equivalent.

Formal training in quantity food preparation from a recognized institution

Must be able to speak English

Basic First Aid Certificate is preferred.

Food Handling Certificate is required.

Experience:

Minimum two years' experience in institutional cooking preferred

If interested send your resume to hr.manager@anishnabe-ltcc.ca



Manidôns gîzis

SUN	MON	TUES	WED	THURS	FRI	SAT
		Recycle	FREEZER MEALS 10am 2pm	3	4	5
6	7	8 Garbage	FREEZER MEALS 10am 2pm	10 Newsletter Deadline	11	12
13	Newsletter	Recycle	FREEZER MEALS 10am 2pm	17	18	19
20	21	Garbage	23	24	25	26
27	Нарру	Holidays Recycle		(Offices (Closed)	
		TFN ECOCENTRE Hours Hours Tuesday -Wednesday- Thursday 8am-5pm Friday 8am-1pm Saturday 9am-12pm Closed during lunch from 12:15-1 p.m.				