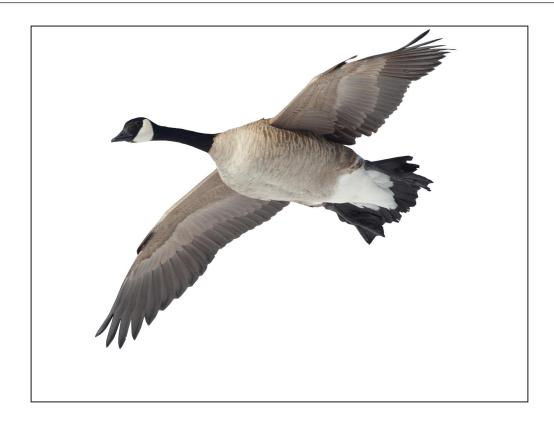
# Kidodenaminan

**TFN Newsletter** 

# Our Community

September 8th,2020













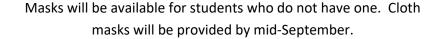






Students JK-3 are encouraged to wear masks, 4-8 masks are mandatory.

All staff will wear face coverings as well.





# Welcome back to school on Tuesday, September 8th!

School starts at 8:30 and ends at 3:25
No after school activities due to COVID at this time.

Please limit the items sent back and forth from the school.

Students will have all classroom tools required given to them here in the building!

HOMESCHOOLERS! Our resources support teacher will be getting in touch with you next week by phone!

# News in education – September 4, 2020

# **HOT LUNCH PROGRAM**

<u>Jordan's Principle is now funding the hot lunch program</u> therefore parents must sign-up with Vicky Chief, Jordan's Principle Coordinator, at the health center, in order for their child to be eligible. The maximum daily meal allowance is now \$8 and is paid according to the meal plan offered in the various schools frequented by our students.

# COVID-19

We ask parents to encourage their children to continue practicing safety precautions (hand washing, sneezing into elbow, wearing a mask when physical distancing is impossible) while at school and to keep them home if they become ill and to follow the recommended steps for having them tested for COVID-19 should this be deemed necessary. If you are unsure, contact a nurse at the health center at 819-723-2260 for advice.

# **CULTURE DAYS**

This year, culture days will be held on Friday September 25<sup>th</sup> and Monday September 28<sup>th</sup>. Parents are responsible for notifying their child's school if they are to be absent on either of those days otherwise their absence will be deemed unjustified. Regular bussing is provided for those students wishing to attend. For students attending TDSS, please remember that missing even one day will seriously set you back and you will have a lot of work to catch up on. If students wish to attend the events being planned for these days, we encourage them to bring work home and complete it over the weekend.

# **QUÉBEC PROVINCIAL SCHOOLS**

School boards were abolished in the province of Quebec on February 8<sup>th</sup> 2020 so what was once the *Commission Scolaire du Lac-Témiscamingue* is now the <u>Centre de services scolaire du Lac-Témiscamingue</u>. Our resident TFN students (including those in town) attend École Rivière-des-Quinze (10 students), St-Joseph (13 students) or St-Louis de Nédélec (6 students). These students started the new school year on September 1<sup>st</sup>. The lunch program at the elementary schools should commence shortly. The school will notify the parents. <u>Please remember to register with Jordan's Principle</u>. Students in grades 5 and 6 are required to wear a mask. Should parents of children in lower grades want their children to wear a mask, the school will respect that decision.

# **DSB1-TDSS AND TDSS-E**

According to our records at this time, we have 37 students registered at TDSS, with an additional 6 from the Tri-Town are, and 2 attending TDSS-E. Due to Personal Protective Equipment (PPE) not arriving on time, DSB1 was forced to delay the return to school for most of its high schools including TDSS. All parents would have been notified via an email. It is important that parents check their emails regularly for updates and general information. All students and staff will be required to wear a mask. One will be provided to students if necessary. Alcohol-based sanitizer will be available throughout the school and in each classroom. The cafeteria is not providing meals at this time so students must pack a cold lunch since they do not have access to a microwave. An alternative plan for lunches has been created by Jordan's Principle and FLS staff and will be implemented immediately. Students will remain in their assigned classrooms with the same group of students and will take one course for 5 weeks after which they start a new course. The Lodge is being used as a classroom at this time. Caitlin Campbell, our Indigenous Student Advisor, can be reached by calling 705-647-7336, extension 40218.

Grade 7 and 8 students will be provided with the necessary materials whereas high school students can bring the materials they would need but are encouraged to transport as little as possible.

# **MOTIVATIONAL PROJECT**

The TFN Education Department offers cash incentives to high school students for achieving an average of 80% + at the end of each semester, or term for RDQ, and for excellent attendance. We intend to continue this project this year. Attendance will be monitored for all students including those who are registered for distance learning. A parental authorization form must be signed in order for us to access this information.

Should you have any questions or concerns, please do not hesitate to contact Jane Wallace, Education Director or Audrey McLaren, Education Partnerships Program Coordinator at the band office at 819-723-2335.

Anishnabe, English & French Vocabulary				
nabowadjigan	book	livre		
ojibi'iganatig	pencil	crayon		
kasibi'igan	eraser	efface		
tiba'iganatig	ruler	règle		
madinamagewin	sharing	partage		

# **Anishnabe Adult Education Centre**

# STUDENT REGISTRATION

Registrations are being accepted for the 2020 – 2021 school year. Students are encouraged to register as soon as possible.

8 Kateri Street Timiskaming First Nation, QC J0Z 3B0

# **Returning Students**

For students who were enrolled in the 2019 – 2020 school:

1. Contact Dianna Wabie, Lead Teacher

dwabie@wqsb.qc.ca

819 – 723 – 5050 (in person anytime after **September 08, 2020**)

- you are not required to submit any documents

# **New Students**

For students who were not enrolled last school year:

1. Contact Dianna Wabie, Lead Teacher

dwabie@wqsb.qc.ca

819 – 723 – 5050 (anytime after September 08, 2020)

- 2. To register, you will need:
  - Long Form Birth Certificate
  - High School Transcripts; from the last high school(s) you attended
  - Status Card
  - Quebec Health Card (RAMQ card)

If you are missing documents, Adult Education Staff will assist you in obtaining them.

# **All Students**

You are required to register with AN – HRSD: Contact Lorri Hamelin, Employment Counsellor 819 – 723 – 5333 ext. 222 Great news! – coffee and the kitchen area will be open for use, of course, following health and safety guidelines.

# Message from Staff

Welcome to the 2020 – 2021 Anishnabe Adult Education Centre school year.

With the pandemic crisis, our new school year and our Centre will include health and safety measures to ensure the well-being of students, staff and visitors. When reporting to school you will be required to enter the Centre with a mask on, hand washing will be imperative and physical distancing will be in effect.

September 08, will be my first day back at the Anishinabe Adult Education Centre.

Dianna dwabie@wqsb.qc.ca

# TIMISKAMING FIRST NATION POLICE

# **School Bus Safety Rules**

# Rules for Getting on the Bus Safely

- -Be at the bus stop 5 minutes prior to the arrival of the bus. Never run to or from the bus.
- -Wait at your designated stop in a safe place, back from the side of the road.
- -Remember never to stand in the danger zone that surrounds the bus. The danger zone is anywhere close enough for you to touch the bus.
- -If you need to cross the street to get on the bus, always wait until the bus has come to a complete stop. Look for the stop arm to come out and for the flashing red lights. Watch the driver. When the driver is assured that all traffic has stopped he/she will signal for you to cross the street but continue to watch for traffic yourself. Always walk, don't run.
- -Hold the handrail as you get on the bus. Do not push or shove.

# Rules for Riding the Bus Safely

- -Take your seat promptly and sit properly, facing forward at all times.
- -Place bags and parcels under your seat or on your lap.
- -Keep the aisle of the bus clear at all times.
- -Always keep your head, hands and arms inside the bus.
- -Throwing objects inside or outside of the bus is not permitted.
- -Talk quietly; the driver needs to concentrate to safely drive the bus. Fighting, shouting, or use of obscene language is not permitted.
- -Be absolutely quiet when approaching a railroad crossing.
- -Participate in all bus evacuation procedures.
- -Dangerous, disturbing, or annoying objects are not permitted on the bus.
- -Eating and drinking (this includes chewing gum) is not allowed on school buses at any time. This rule protects students or drivers that have food allergies and anaphylaxis, prevents choking, and maintains bus cleanliness.
- -Be aware that other students, including the bus driver, may have allergies to scents such as perfume, etc.
- -Always follow the bus driver's instructions

# Rules for Leaving the Bus Safely

- -Remain in the seat until the bus comes to a complete stop.
- -When you leave the bus, hold the handrail and take twolarge steps away from the bus. To cross the street in front of the bus, walk ahead at least ten giant steps (three meters). Cross only when the drivergives a signal. Proceed across the street, looking both ways for on-coming traffic. Cross the street in single file.
- -If everyone is getting off the bus, the people at the front leave first. Do not push.
- -If you drop something near the bus, do not pick it up. Tell an adult.

# Safety Smarts - Know the Danger Zone

- -The 10 giant steps (or 3 meters) rule is a good measurement for children to identify the danger zone around the school bus, particularly when crossing in front of the bus.
  - -Children should never enter the danger zone unless the bus driver has given them permission.
    - -If a child can touch the bus, he or she is too close.
    - -Remember if you cannot see the bus driver, the bus driver cannot see you.
      - -When near a bus, the children must have the attention of the bus driver -Children should never play around or near school bus vehicles.



# TIMISKAMING FIRST NATION POLICE

# **Cell Phone and Texting**

### **Facts**

Driving an automobile requires the driver's full attention and concentration.

Drivers have to be constantly on the lookout for anything that might occur unexpectedly.

Speaking or texting on a cell phone represents a significant source of distraction when driving a vehicle.

### Risks

Using a cell phone while driving impairs the driver's performance, in particular when it comes to cognitive and visual tasks, and significantly increases the risk of accident.

Using a cell phone while driving also increases the likelihood of violating the Highway Safety Code (running a red light, driving above the speed limit, failing to obey a mandatory stop, failing to yield the right of way to other road users, etc.). This increase in risk applies both to hand-held cell phones and hands-free devices.

# **Texting**

Texting at the wheel is just as dangerous as talking on a cell phone. Both behaviours have a negative impact on visual, cognitive and coordination tasks.

Texting at the wheel increases the risk of accident, because the driver's eyes are away from the road from 4 to 6 seconds. At 90 km/h, this is like travelling the length of a football field with your eyes closed.



### **Prohibition and Penalties**

# **Prohibition**

The use of any type of hand-held device with a telephone function is prohibited while driving. The law applies to all devices with a telephone function, activated or not, such as:

conventional cell phones;

smart phones;

devices that display emails and enable a user to browse the Internet.

### **Penalties**

Drivers who are holding a cell phone in their hand are presumed to be using it. Simply holding a cell phone while driving, regardless of how it is being used, is an offence, which is why reading and writing text messages is also prohibited. Committing this type of offence will result in:

# A \$300 to 600\$ fine; fines are double for second offense 5 demerit points.

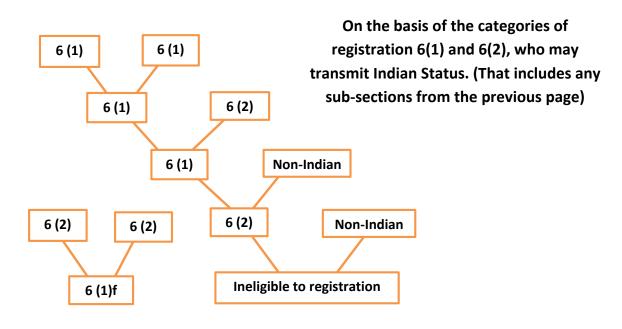
Other fees may be added to the fine provided under the Highway Safety Code (contribution to the IVAC crime victim's compensation program, registry fees, etc.).

The Meaning of the Expression "While Driving"

Drivers who stop their vehicle in compliance with road signs and traffic signals or due to traffic obstructions are deemed to be driving, and are prohibited from holding a device with a telephone function in their hand. This includes drivers who are waiting at a red light or stuck in a traffic jam. However, drivers who bring their vehicle to a safe and legal stop on the side of a road to use a cell phone are no longer considered to be driving, even if the vehicle's engine is still running.

# Lands, Membership & Estates Dept.

Registration in the Indian Register Indian act



# Please note:

Mother whose status was gained on marriage to an Indian and who afterwards has a child with a non-Indian

NON-INDIAN FATHER

The child is not eligible to Indian Status \*\*

# Please note:

Male registered under	Marriage with a non-Indian	Wife does not gain status	
6(2)	prior to April 17, 1985 ->	on marriage	

<sup>\*\*</sup> All children, regardless of their date of birth, may not gain Indian Status if the two (2) parents are non-Indians by birth.

# Reminder: No walk in hours at health center

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

**NOTICE**Meegwetch

# To: All patients of Dr. N. Duchesneau and Dr. K. 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. Shelley or Cathy will put your name put on the list. (819) 723-2260 Thank You



# **Lunch Program update:**

Kiwetin school: Lunch @ the Rec center

TDSS, TDSS-E: Lunch supplies delivered every Sunday beginning Sunday, September 14th, 2020

NLPS: Lunch Supplies being delivered every Sunday beginning September 14,2020

RDQ– Cafeteria

St Louis: Cafeteria
St Michelle: Cafeteria

Thank you to all parents/guardians who have returned their Jordan's Principle intakes

We wish all students a successful and safe school year!

Phone: 819-723-2260

Email: vicky.chief@tfnhwc.ca or shelby.mcbride@tfnhwc.ca

World suicide prevention day
Thursday, September 10th
Make a lantern to show your support for
prevention and the survivors of suicide
Bag and tea light will be provided
Call at the Health Center to sign up!





Timiskaming First Line services is asking you to join us on September 10<sup>th</sup>

for a parade in honor of all those who have been impacted by suicide







The parade will start from Kiwetin school at 6 PM. We will be touring Algonquin Avenue, Chevrier Street and Stanger's Road.

There will be balloons and paint that is safe for windows and cars available to those who choose to decorate their vehicle.

Dioace wear wellow to show your curnort IIII

Call Shelby at the Health and Wellness center for more information

819-723-2260 ext. 145

First line services is asking you to show your support for suicide prevention day.

We are asking you to paint on your windows with messages of encouragement/resilience for those have been impacted by suicide



Submit your photos to shelby.mcbride@tfnhwc.ca and your name will be placed in a participation draw.

Paint and brushes can be provided for this activity.

Call Shelby at the Health and Wellness center for more information

819-723-2260 ext. 145

**Deadline to submit picture is:** 

September 10th 2020

- 11 people die by suicide each day
- There are 4000 deaths each year by suicide
- 1/3 of deaths by suicide are among the age groups of 45-59 years old
- Suicide is the second leading cause of death among young adults between the ages of 15-34 years old
- Suicide rates are three (3) times higher in men compared to women
- For every suicide death there are 5 self -inflicted injury hospitalizations, 25-30 attempts and 7-10 people profoundly affected by suicide loss
- **Depression is the most treatable of mental** illnesses. The recovery rate for moderate to severe clinical depression is 60 to 80 person using talk and therapy and medication in combination
- It is a myth that talking about suicidal thought increases the chances a person will due by suicide
- A strong support network is a protective factor for suicide

\*\* These facts are according to the Canadian Government website\*\*



# Warning signs of



- Withdrawal from family, friends or activities
- · Feeling like you have no purpose in life or reason for living
  - · Substance and alcohol abuse
- · Feeling trapped or that there's no other way out of a situation
- · Feeling hopeless about the future or feeling like life will never get better
- · Talking about being a burden to someone or about being in unbearable pain
- Anxiety or significant mood changes, such as anger, sadness or helplessness
  - · Self injury or reckless behavior
    - · Giving away possessions
  - · Talking or thinking about suicide
    - · Having a plan for suicide



# 🖈 What you can do to help 📛



- · Listening and showing concern
- · Showing concern can be an immediate way to help someone
- · Listening won't increase the risk of suicide and it may save a life
- · Talking with them and reassuring them that they're not
  - Letting them know you care
  - Removing any objects that could be used for harm
- · Not leaving the person and connecting them with a:

# What resources can I use?

Wedokowin First Line Services: 819-723-2260 ext. 145

Kids help phone: 1-800-668-6868 Translife line: 1877-330-6366 Hope for wellness: 1-855-242-3310

Indian residential schools crisis line: 1-866-925-4419 Canada suicide prevention service: 1-833-456-4566

# Do you have a uterus and are sexually active?

IF YOU ARE SEXUALLY ACTIVE, ARE YOU WANTING TO BECOME PREGNANT IN THE NEXT YEAR?

IF THE ANSWER IS NO, AND IF YOU'RE NOT ON BIRTH CONTROL, PLEASE CALL THE HEALTH CENTER AND MAKE AN APPOINTMENT AND ASK TO BE **BOOKED WITH NURSE ISABELLE OR CHANTAL.** 

# Culture Days At Bullrock

September 25th, 26th, 27th, and 28th

Transportation will be provided! (Bus schedule coming soon)

Games! Activities! Cooking Contest!
(Contact Theresa for more info)
Feast! Live Entertainment! Cody Coyote!
Drummers and Dancers!! Storytelling and crafts with Kevin and Jamie!! AND SO MUCH MORE!!!



Weekend schedule will be available soon!!
Stay tuned!!



# Hiking Challenge

Take the challenge and win a fitbit!

One adult and one child prize available!

Step 1 : Hike trail 4 (L'ile des Rapides) Just passed the 2nd dam

Step 2: Along the trail, you will find this photo opportunity







Take a photo and email it to: samantha.pritchard@tfnhwc.ca

you have until September 8th to complete the challenge!

Fitbit Vera 2 (Adult prize)



Fitbit Ace 2 (Child prize)





# MEET YOUR NEW YOUTH CENTER SUPERVISOR: SONNIE DEBASSIGE

My name is Sonnie Debassige. I am from M'Chigeeng First Nations on Manitoulin Island. I was recently hired at the Health and Wellness Center here in TFN to act as a Youth Center Supervisor. I am confident in my ability to help you raise your children with events and programs to help them gain confidence as well as cultural teachings.

To me it has always been important to help First Nations children grow and become our little warriors to help make Canada a better place. Within my teachings growing up I had a strong respect for our Elders and would often sit with my Nookmis to hear her stories and help her with anything that she needed. It is my belief that bringing the Elders in to teach the youth of TFN your stories and culture is beneficial to the whole community.

Here at the Youth Center I am bringing about change which means more cultural teachings, events and outings for the youth, contests and prizes, volunteer opportunities, and many other endeavors. We are also changing the hours of operation at the Youth Center to better suit the needs of your youth. New hours of operation will be Monday to Saturday 2:00pm-9:00pm and Sunday 1:00pm to 8:00pm.

Please keep an eye on our Facebook page as this is where most of our promo will be. We are working on setting up a website that will help you better get in touch with us as well as keep you updated on new ideas and the calendar for upcoming events as well. Right now, we are working on revamping the space with a new library, supplies, furniture and décor.

I thank you all for your patience as we continue to work hard to make the Youth Center the best it can be.

Sonnie Debassige.

# ARE YOU 14 YEARS OR OLDER?

If so, it is your legal right in Quebec to seek medical attention ( nurse, doctor etc.) without your parents having to be involved.



# Afterschool Program Registration Form

The After School Program will be available from 3:30 to 5:00 PM, Monday – Thursday.

The After School Program is held in the Youth Centre and follows the school calendar.

**Arrival:** Children are greeted by staff and attendance is taken. Once a child reports to our program, they cannot be released until authorized parent or guardian is present. Children from Junior Kindergarten up until Grade 3 will be dropped off by the bus at the Youth Centre.

# Pick-up: Please pick-up your child from the Youth Centre promptly before 5:00 pm.

Parent/guardian/authorized adults MUST sign-out the child upon pick-up. All adults must be on your authorized list. You must contact the Health Centre if someone other than yourself or those on your authorized pick-up list will be picking up your child. A child will NEVER be released to anyone who is not on your authorized list unless you have contacted the office. If for any reason your child will not be attending the afterschool program at any time, please notify the school before 3:00pm.

**Program Activities:** Activities include age-appropriate recreational games, arts & crafts, organized active play, special events and enrichment activities that are enjoyed throughout the year.

# Supervision

- Our program maintains a minimum staff.
- Health Centre staff members are dedicated individuals who enjoy working with children.
- As mandated reporters, staff is required to report any suspicion of abuse or neglect.
- Sonnie Debassige is supervising the program as well as the staff.

The after-school program reserves the right to suspend a child from the program at any time based on the severity of their behavior.

Such behaviors may include:

- Purposeful harm to others
- Threats of violence
- Any instances of bullying
- Persistent use of bad language
- Rude or socially unacceptable behavior, drawings, writings
- Disregard of staff direction and guidance
- Verbal harassment of peers or staff
- Unauthorized departure from assigned child care space

# September

# 2020

Saturday	7.	12	19 Pool tournament 2pm- 9pm	26 Culture Days (Closed)		
Friday	4	MarioKart8 Switch tournament 3-6pm	18 Cineplex Movie Night starts at 6pm	25 Culture Days (Closed)		
Thursday	m	10 Jigsaw Puzzle Challenge 5pm-8pm	Rights of Passage teaching, 5:30pm (Grandmother Marilyn)	24 LGBTQ Sharing Circle 7- 9pm		
Wednesday	2	9 Children's Sharing Circle 7pm	16 Fire pit talk 5-9pm	23 Children's Sharing Circle 7pm	30 Orange Shirt Day	
Tuesday	Н	8 Beading group 5-7pm After School Program begins 3:30-5pm	15 Taco Tuesday 6-7pm	22 Beading group 5-7pm	29 Taco Tuesday 6-7pm	
Monday		7 Labor Day (Youth Center closed)	14 Moccasin Mondays	21 Moccasin Mondays	28 Culture Days (Closed)	
Sunday		9	13	20 Smashbros Tournament 3-6pm	27 Culture Days (Closed)	



# 1000 PIECE JIGSAW PUZZLE CHALLENGE

We are looking for 3 teams of 3
You will have 4 hours to complete or get as
close to completion of a 1000 piece
Jigsaw Puzzle!
1st. 2nd. and 3rd place prizes available!
Everyone is a winner!

1st place: Each member recieves a \$50 gift certificate from Chat Noir books 2nd place: Each member recieves a \$35 gift certificate from Chat Noir Books 3rd place: Each member recieves a \$20 gift certificate from Chat Noir Books

Call & sign up by Wednesday. September 9th please! Challenge begins Thursday. September 10th at 5pm - TFN Youth Center

819 723 2255

Timiskaming First Nation Youth Center 18 Algonquin Avenue







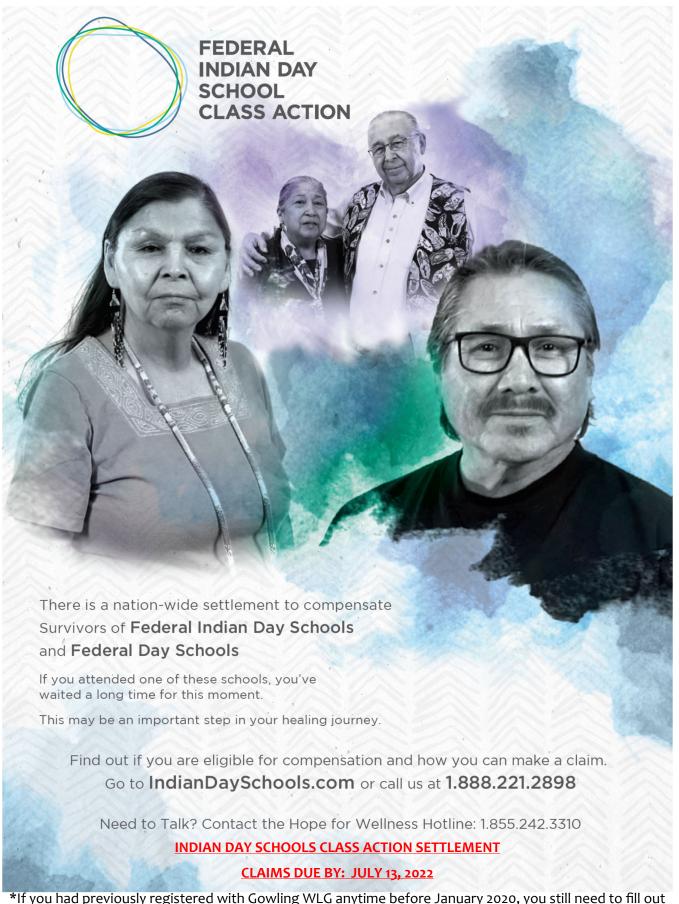
Call Karin for more information 819 723 2225 ext 0



The Anishnabe Long Term Care Center would like to thank everyone who had purchased tickets on the wooden clock.

The draw took place on Thursday, August 13th. The winner of the clock is Mary Cunningham.





\*If you had previously registered with Gowling WLG anytime before January 2020, you still need to fill out an application form. If you need help filling out the application form please feel free to contact Laura at the Health & Wellness Centre @ 819-723-2260.

# **Timiskaming First Nation**



24 Algonquin Avenue (TFN), Notre Dame du Nord, QC Telephone: 819-723-2335

Fax: 819-723-2353

# Employment Opportunity EXTENSION

TFN is an equal opportunity employer where members with equal qualifications will be given priority

**Title:** Drug Strategy and Mental Health Counsellor **Supervisor:** First Line Service Intervention Supervisor

### **Summary:**

Under the general direction of the First Line Service Intervention Supervisor, the incumbent of this position is responsible for the day to day management of the goals, objectives, and activities of the Prescription Drug Abuse Program Guidelines and the Drug Strategy Counsellor work plan.

The primary goal is to support community members struggling with prescription drug substance abuse and develop mental health and addiction plans that provide a range of harm reduction activities, such as:

- o efforts to strengthen screening and assessment
- o brief intervention approaches
- o case management

Therefore, this person works towards a drug-free community through outreach initiatives and presenting choices and using non-judgmental coercive strategies to empower community members to live safer and healthier lives. Another objective of this position is to reduce the ill health, social harms and tragedies associated with addiction and substance use.

Such strategies include meeting clients where they are at, gaining trust with clientele, reducing stigma in the community that challenges harm reduction efforts, enabling connections that promote healthy lifestyles including cultural links.

# Major responsibilities:

### **Outreach Activities and Interventions**

- Provide information through conversations with the targeted community members and provide follow-up literature to summarize discussions
- Counselling services based on motivational interviewing techniques that encompass a holistic approach that targets basic needs and empowers the client
- · Help with Opioid Agonist Therapy for the client when they are ready
- Relevant self-care introduced, both culturally adapted and/or the western approach depending on the client's preference
- Effective distribution of harm reduction kits and Naloxone
- Maintain client files according to organizational policy

### **Client Connection Activities:**

- Treatment center and detox center referrals with discharge planning and aftercare help
- Accompaniment for clients to methadone clinic treatment
- Help with referrals for nurses, social workers, psychologists, doctors etc.
- Services offered at the safe space apartment coordinated around the needs of the clients
- Efforts to support clients with their social wellbeing with better communication between clients and family members
- Links with activities that foster a healthy lifestyle alternative
- Provide referrals to resources and services
- Cultural/land-based healing connections

# **Advocacy and Promotion**

- Advocate for opportunities for clients who struggle with addictions
- Case management efforts to better coordinate services and supports
- Promote harm reduction
- Other related duties as requested by the supervisor

# **Education and experience requirements:**

- · Post-Secondary Diploma/Degree in Mental Health
- A good understanding of addictions
- One (1) year plus work experience or a lived experience of adversities in order to provide emotional and social support, free of judgment, to others who share a common experience
- Valid Class 5 Quebec or Equivalent Drivers' License

# Knowledge and skill requirements:

- Peer leadership, research and guidance skills
- · Facilitation skills that will lead people to take charge of their lives
- The ability to assess and self-reflect on the efficiency of the program delivery
- Project management and report writing skills
- Knowledge of traditional medicine and a holistic approach to community health and wellness
- Knowledge of all Microsoft Office programs, email and internet
- Good verbal and written communication skills and report writing and data collection skills
- Organizational skills with the ability to prioritize urgent client needs
- Be knowledgeable of available resources for referrals
- Interpersonal skills and ability to work in a team-oriented environment
- Ability to represent TFN with a professional image
- Bilingualism is an asset

Deadline for application: September 18, 2020 at 12 (noon)

Possible interview date: as soon as possible

Starting date: as soon as possible

Those interested are invited to submit their letter of application, reference check, resume and relevant documentation to:

# **Timiskaming First Nation**

Attn.; Nancy McBride 24 Algonquin Avenue Notre-Dame-du-Nord, Qc.J0Z 3B0 Email to <a href="mailto:human.Resources@atfn.ca">human.Resources@atfn.ca</a>

The Timiskaming First Nation reserves the right to a pre-selection of interested candidates. Only those retained will be contacted for an interview.



# Timiskaming First Nation

24 Algonquin Avenue (TFN)
Notre Dame du Nord. QC JOZ 3B0
Tel: (819) 723-2335 Fax: (819) 723-2353

# **Employment Opportunity**

The Timiskaming First Nation is an equal opportunity employer where members with equal qualification will be given priority.

Title	School Bus Driver
Supervisor	Education Support Services Administrator
Duration	6 months (with possibility of extension)

### SUMMARY

Operate the bus in a professional and safe manner at all times. Ensure the safe and orderly transportation of students on assigned school route. Transport student groups on charter to designated locations. Occasionally transport challenged students.

### **DUTIES**

- Maintain safety precautions when passengers are boarding and departing the bus.
- o Maintain appropriate route management methods as required by the school boards and the company.
- Operate all communication equipment for the purpose of route management.
- Keep assigned bus clean and fueled.
- Clean and sanitize the bus as scheduled and/or required.
- Advise of any requirements for maintenance or repairs.
- o Perform daily safety and maintenance checks.
- Operate the school bus in a safe and efficient way according to all relevant legislation, policies and procedures.
- Maintain schedules and maintain order on the school bus.
- Skills:
  - Ability to operate school bus in a safe and responsible manner
  - Client service and public interaction skills
  - Effective verbal and listening communication skills
  - Ability to record daily log
- Personal Attributes:
  - Be honest and trustworthy
  - Be respectful
  - o Possess cultural awareness and sensitivity
  - o Be flexible
  - Demonstrate sound work ethics

# **Working Conditions**

The unavoidable, environmental conditions imposed under which the work must be performed and which may create physical demands on driver.

- Physical Demands
- Environmental Conditions
- Mental Demands

### **QUALIFICATIONS**

- Class "B" (Ontario) or Class "2" (Quebec) driver's licence.
- Have up-to-date bus driver certification.
- Ability to interact with school age children in an effective manner.
- Ability to maintain a schedule, while observing safe driving practices.

- o Able to complete reports, including bus, discipline, hours of work, route and charter mileage.
- Ability to work in outdoors.
- Ability to work independently and interdependently.
- Criminal and vulnerable sector background check must be provided with resume or be available within a month.

# **HEALTH AND SAFETY**

- Must be able to read, understand and comply with the TFN's safety policy, safe work practices, procedures and rules contained within the safety program.
- To wear the safety equipment, personal protective devices and clothing required by regulations and the employer.
- To notify the supervisor of any unsafe conditions or acts that may be of danger to other workers or students.
- To report all accidents and injuries to the supervisor immediately.
- To take every reasonable precaution to protect the safety of other workers.
- o Have first aid training or willing to obtain this training.

Any one interested in this Employment Opportunity is invited to forward their letter of application, resume, current letter of references, and a copy of other relevant documents to:

Deadline for application: September 11, 2020 at 12 (noon)

Starting date: As soon as possible

Timiskaming First Nation Band Office
Attn': Nancy McBride
24 Algonquin Avenue, (Timiskaming First Nation)
Notre-Dame du Nord, Québec JOZ 3B0
Or email to: Human.Resources@atfn.ca

Note: The TFN reserves the right to a pre-selection of interested candidates. Only those retained will be contacted for an interview.

# September 2020

SUN	MON	TUES	WED	THURS	FRI	SAT
		Garbage	2	3	4	5
6	<sup>7</sup> Labour Day	8 Recycle	9	10	11	12
13	14	Garbage	16	17	18	19
20	21	Recycle	23	24	Culture Days	26
27	Culture Days	Garbage				

# **TFN ECOCENTRE**

Hours
Tuesday -Wed- Thursday 8am-5pm
Friday 8am-1pm
Saturday 10am-1pm
Closed during lunch from 12:15-1 p.m.