



# PAYUKOTAYNO

## James and Hudson Bay Family Services

<b>POSITION TITLE</b>	Frontline Support Worker
<b>DEPARTMENT</b>	Frontline Support/Family Access
<b>REPORTS TO</b>	Services Supervisor – Frontline Support/Family Access
<b>CLASSIFICATION</b>	Full-Time
<b>LOCATION</b>	Moose Factory/Moosonee
<b>POSTING DATE</b>	October 29, 2024
<b>CLOSING DATE</b>	Open until Filled
<b>COMPETITION NUMBER</b>	208-24

**POSITION RESPONSIBILITIES:**

The Frontline Support Worker will assist workers in the area of service delivery for female clients. She will assist in the supervisor of children in care to attend appointments or family visits. She will be required to completed documentation and assist in the filing and maintenance of files. Other duties may be assigned as required from time to time.

**QUALIFICATIONS:**

- Experience working with high risk/special needs children;
- Possess excellent communication skills;
- Ability to speak Cree considered an asset;
- Must be willing to travel, drive on highways/in cities and to work flexible hours;
- First Aid Certification considered an asset;
- Ability to provide a clear Vulnerable Sector Check and;
- A Valid Driver’s License with a clear driving record is **mandatory**.

**SALARY RANGE:** \$44,020 to \$51,331 annually plus an excellent benefits package

**SUBMIT COVER LETTER, RESUME AND THREE (3) WORK REFERENCES (WITH THEIR EMAIL ADDRESSES) TO:**

Director of Human Resources  
 Payukotayno: James & Hudson Bay Family Services  
 P.O. Box 189  
 MOOSONEE, ON P0L 1Y0  
 Fax: (844)444-0627      Email: hr@ payukotayno.ca

**ONLY CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED.**

We are an equal opportunity Employer. If you require a disability related accommodation to participate in the recruitment process, please contact the Human Resources Department