



Wiikwemkoong Child and Family Services is seeking **qualified individuals** to fill the positions of Family Engagement and Attendance Specialists. Wiikwemkoong Unceded Territory (WUT) Child and Family Services oversees and advocates for child and family matters by following the principals and ethics of Wiikwemkoong's Gchi Naaknigewin, Wiikwemkoong's Children's Bill of Rights and Wiikwemkoong Community Standards. This will ensure the services are culturally appropriate to support the community's children and families in alignment with Anishnaabe values and practices. The Family Engagement and Attendance Specialist will report directly to their immediate Supervisor.

## RESPONSIBILITIES

- Providing direct services to families from the Community, involved in prevention services and at risk of and involved in child welfare services.
- Build trusting relationships with families to understand unique challenges impacting school attendance.
- Conduct home visits, phone calls, and in-person meetings to provide guidance and resources.
- Empower families through education attendance policies, academic expectations, and available community supports.
- Complete comprehensive assessments to identify academic, social, and environmental factors contributing to absenteeism.
- Develop individualized attendance improvement plans in collaboration with families and school staff.
- Set measurable goals and timelines for progress, ensuring plans are culturally responsive and family centered.
- Serve as a liaison between families and schools to promote open communication and problem-solving.
- Coordinate with teachers, counsellors, and administrators to align interventions with academic objectives.
- Build positive relationships with community agencies and service providers.
- Provide services in a manner that respects Anishnaabe culture, traditions, and values.
- Comply with Community protocols and practices when engaging with families.
- Participate in ongoing cultural learning, training, and professional development.
- Monitor and evaluate the effectiveness of primary and secondary wellness programs, collecting data from programs being completed and obtaining feedback to continually improve and adapt initiatives to better serve the community.

## REQUIREMENTS

- A Social Work degree or a related degree in social services field is preferred.
- Knowledge of Wiikwemkoong Unceded Territory's programs and services.
- Excellent communication and interpersonal skills, with the ability to advocate for children and family's needs.
- Excellent conflict resolution and problem-solving skills.
- Experience working with various office systems and proficient computer skills.
- Ability to understand and speak Anishnaabemowin is a definite asset.

**Salary:** \$83,851.00

**Posting:** November 26, 2025

**Closing Date:** December 5, 2025

Interested applicants are asked to submit a letter of application, current resume, copies of applicable diplomas or certificates and contact information from three work-related references including current Supervisor.

**Confidential: Family Engagement and Attendance Specialist - Child and Family Services**

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Please submit copies as there is no return of submissions.