

# Professional Employment Opportunity



Assembly of Manitoba Chiefs  
EMPOWERING OUR NATIONS

## Family Wellness Mentor First Nations Family Advocate Office

**Competition #2026-045**

**Category: Full-time Permanent**

**Closing Date: OPEN UNTIL FILLED**

### Position Summary

Under the supervision of the Director of Children and Families, the Family Wellness Mentor will work directly with First Nation parents involved with the Manitoba Child and Family Services (CFS) system. The Family Wellness Mentor will assist First Nation parents who are seeking access to programs and supports to increase visitation and work toward family reunification.

### Key Responsibilities

- Attend a weekly case conference to review and assign client files.
- Complete the intake process for all assigned client files and engage clients to develop a Brave Path.
- Inform new clients of the Terms of Service Agreement.
- Work with parents to identify short and long-term goals and the necessary steps to achieve set goals.
- Establish rapport with clients by maintaining communication and by facilitating, at minimum, weekly wellness checks.
- Help parents create stability and increase access to resources and support services to help work toward bringing their children home.
- Help parents to establish personal and social support systems.
- Work in collaboration with various FNFAO streams of service as well as various external agencies, including but not limited to CFS, provide support to clients attending court, etc. to meet the needs of clients to achieve the overall goal of reunifying First Nations families.
- Maintain up-to-date knowledge of community resources available and connect families with resources as needed.
- Incorporate culturally appropriate intervention skills and teachings within the work.
- Assist with the development, implementation, and facilitation of FNFAO workshops.
- Maintain up-to-date records of client files, case notes and provide monthly reports to supervisor

- Adhere to policies and procedures, and confidentiality with specific attention to attendance and professional ethics.
- Other duties as assigned.

### **Qualifications**

- Certificate from a recognized post-secondary institution. An equivalent combination of education and experience will be considered;
- Experience working with families navigating the Child and Family Services system is an asset;
- Knowledge and understanding of the Child and Family Services system, policies, laws and regulations, standards, and recent legal and regulatory developments is an asset;
- Knowledge of First Nation issues related to the child welfare and justice system, and health and social services;
- Experience working with First Nation children, youth, and families;
- Excellent verbal, written, and interpersonal communication skills.
- Experience facilitating workshops.
- Demonstrated problem-solving and organizational skills.
- Proficient in Microsoft Office Word, Excel and Outlook.
- Excellent time management skills.
- Knowledge of management, organizational and planning principles.
- Ability to follow office procedures and practices.
- Knowledge of First Nation culture, history, and issues.
- Able to work flexible hours and travel upon request.
- Must have a valid Class 5 driver's license and a reliable vehicle.
- Must have a current satisfactory Criminal Record Check, and Clear Child Abuse Checks.

Interested applicants are invited to submit their cover letter identifying the position title and quote competition number applying for, qualifications, and resume, along with 3 professional reference listings (including a most recent employer reference) to:

**Human Resources  
Assembly of Manitoba Chiefs  
14<sup>th</sup> Floor, 275 Portage Avenue, Winnipeg, Manitoba R3B 2B3**

**[Quote Competition # 2026-045 in your application.](#)**

**For best results, submit your application to BambooHR  
<https://manitobachiefs.com/about/job-opportunities/>**

We thank all who apply and advise that only those selected for further consideration will be contacted. No phone calls will be accepted.

Preference will be given to First Nations people. If successful, applicants will be asked to verify citizenship documentation issued by a First Nation or government-issued documentation or affirmation from the Inuit, Métis, or non-status Indigenous community with which they identify.

**Please visit our website at [www.manitobachiefs.com](http://www.manitobachiefs.com)**