



MEMO 1.....Apr 2026

Flat Bay Band – AGM Participation Notice (May 22–24, 2026)

Federation of Newfoundland Indians - AGA

Flat Bay Band members interested in attending the upcoming Annual General Meeting (AGM) of the Federation of Newfoundland Indians in Corner Brook are asked to contact Chief Joanne at jrjkmiles@gmail.com or contact the band office at 709-647-1370

Eligibility & Selection:

- Applicants must be listed on the **2008–2009 membership list**.
- Each Band Council may appoint **4 Voting Members** and **2 Alternate Voting Members**.
- Due to limited spaces, **not all applicants will be selected as voting delegates**.
- Additional members may attend as **observers**, depending on availability.

Important Information:

- No voting by proxy is permitted.
- Member must be in good standing
- Members interested in running for **President or Vice President** must submit a nomination form by **April 22, 2026**, and must attend the AGM to remain on the ballot. (Forms can be picked up at the local store or by emailing jrjkmiles@gmail.com)
- Members aged **19–29** may be nominated for the position of **Youth Director**.
- Band Councils must notify the President of any observers attending by **April 21, 2026**.

Alternate members and observers may attend but **may only vote if officially designated**.

Deadline to express interest: Please get in touch with Chief Joanne as soon as possible to allow time for submission requirements. (deadline -April 7, 2026)

JOB POSTING: COMMUNITY JUSTICE CASE COORDINATOR

Flat Bay Band Inc. – Circle to Strength Initiative

This role is central to coordinating referrals, managing individualized case plans, and connecting youth to wrap-around services, including employment, culture, health, and housing supports.

POSITION DETAILS

- Title: Community Justice Case Coordinator
- Start Date: Early May 2026
- Duration: 2-Year Term
- Wage: \$30/hour
- Hours: Full-time (40 hours/week)
- Location: Flat Bay Band Inc. (with regional travel as required).

(Will have to work out of the home office until the Mary Webb Centre construction is completed.)

- Required: Clear Vulnerable Service Check & Reliable Vehicle

See next page for continued job ad

POSITION OVERVIEW

The Community Justice Case Coordinator will act as the primary liaison between justice professionals (RCMP, probation, courts, schools) and community-based supports. The Coordinator will ensure youth are connected to meaningful, culturally grounded pathways that support rehabilitation, accountability, and reintegration.

KEY RESPONSIBILITIES

1. Case Management & Referrals

- Receive and manage youth referrals from justice professionals and community partners
- Conduct intake assessments and develop individualized action plans
- Monitor progress, maintain case files, and provide regular updates

2. Service Coordination

- Connect youth to every wrap-around support service needed such as housing, poverty reduction, access to benefits, employment, skill-development, mental health & addictions, family counselling, social service systems and extrajudicial measures, etc.
- Coordinate logistics, including scheduling, transportation, and participation
- Work collaboratively with partner Bands and service providers

3. Youth Support & Mentorship

- Provide ongoing mentorship, guidance, and crisis support
- Encourage accountability, goal-setting, and personal development
- Support youth in navigating justice and community systems

4. Justice & Community Liaison

- Build relationships with RCMP, courts, probation, and schools
- Participate in case conferences and justice-related meetings
- Advocate for community-based alternatives to custody

5. Reporting & Evaluation

- Maintain accurate records of participation, outcomes, and progress
- Support program evaluation, data collection, and reporting requirements

QUALIFICATIONS

- Diploma or degree in Social Work, Criminology, Community Studies, or related field (or equivalent experience)
- Experience working with youth, justice-involved individuals, or vulnerable populations
- Strong understanding of wrap-around service models and the ability to coordinate integrated supports across housing, poverty reduction, access to benefits, employment, skill-development, mental health & addictions, family counselling, social service systems and extrajudicial measures, etc.
- Strong understanding of case management practices and community-based interventions
- Proficiency in the use of technology, including digital case management systems, Microsoft Office, virtual communication platforms, and data tracking/reporting tools
- Knowledge of Mi'kmaw culture and/or experience working in Indigenous communities is a strong asset
- Excellent communication, organization, and relationship-building skills
- Ability to work independently and travel within the region

WHAT WE OFFER

- Life Insurance and 10% of Gross retirement subsidy after 52 weeks of employment
- Accumulated vacation time
- Stat and Additional Holidays

HOW TO APPLY

Please submit:

- Resume
- Cover Letter

Email: flatbayband@gmail.com