



MUSKEG LAKE CREE NATION

EMPLOYMENT OPPORTUNITY

26-23

C92 LEAD TECHNICIAN

Muskeg Lake Cree Nation | Muskeg Lake Governance

Position Type: One-Year Contract, with Potential for Extension

Reports To: Lead Negotiator

Team: Muskeg Lake Governance

Muskeg Lake Cree Nation is seeking a knowledgeable, organized, and community-minded **C92 Lead Technician** to support the development of a First Nations child and family services agency grounded in Cree values, Treaty rights, and the inherent jurisdiction of Muskeg Lake Cree Nation.

Reporting to the Lead Negotiator, the C92 Lead Technician will lead research, analysis, drafting, and implementation planning to support the development of a Muskeg Lake Cree Nation led agency including the development of policies, procedures, standards, and operational tools across prevention, protection, family preservation, and post-majority services.

Working closely with leadership, governance, service providers, and community partners, the successful candidate will help translate legislation, funding requirements, service delivery needs, and community priorities into practical policies that support safe, consistent, culturally grounded services for Muskeg Lake children, youth, and families.

Key Responsibilities

- **Conduct legislative and policy analysis:** Review federal and provincial requirements, C92, coordination agreement materials, funding arrangements, and existing service standards to identify gaps, risks, and areas requiring Nation-specific direction.
- **Develop operational tools:** Draft practical resources for intake, prevention services, family support, case planning, referrals, records management, confidentiality, reporting, and accountability.
- **Lead agency development:** using the service delivery model, inform and develop policies, procedures, standards of practice, forms, operational tools, and implementation guides to support the establishment of a Muskeg Lake Cree Nation child and family services agency
- **Support prevention and family preservation:** Ensure policies promote early intervention, least disruptive measures, family reunification, kinship and customary care, youth supports, and post-majority services.
- **Advance cultural continuity:** Engage with leadership, Elders, Knowledge Keepers, families, youth, and service partners to ensure policies reflect Muskeg Lake Cree Nation values, Treaty rights, cultural practices, and the needs of citizens on and off reserve.

- **Prepare decision-support materials:** Develop briefing notes, policy options, gap analyses, implementation plans, and recommendations for the Lead Negotiator, senior administration, Chief and Council, and negotiation tables.
- **Support implementation readiness:** Identify staffing, training, governance, data management, reporting, risk management, and quality assurance requirements for agency operations.
- **Strengthen partnerships:** Collaborate with current service providers, government representatives, and health, education, justice, housing, and community-based partners to support coordinated services for children and families.

Qualifications and Experience

- A degree in Social Work, Public Policy, Social Sciences, or a related field. A Master of Social Work or equivalent combination of education and experience is preferred.
- Demonstrated experience in child and family services, social policy, Indigenous governance, prevention programming, protection services, family support, or agency policy development.
- Strong knowledge of C92, First Nations jurisdiction over child and family services, child welfare systems, and policy development and implementation processes.
- Proven ability to develop clear, practical policies, procedures, standards, briefing notes, reports, and operational tools.
- Experience developing or revising agency-level policies related to intake, prevention, protection, family support, cultural planning, privacy, records management, case documentation, quality assurance, or service accountability.
- Experience engaging stakeholders and communities through consultations, meetings, working groups, or collaborative processes.
- Excellent written and verbal communication skills, including the ability to prepare concise, decision-ready materials.
- Strong organizational skills and the ability to manage competing priorities and meet deadlines.
- Proficiency with Microsoft 365 and common research, reporting, and data analysis tools.
- Knowledge of Indigenous rights, Treaty-based governance, reconciliation frameworks, cultural continuity, and culturally responsive policy development.
- Experience working across government, health, social services, or non-governmental organizations.

Muskeg Lake Cree Nation is committed to acting in the best interests of our children. Our work is guided by Cree customs, traditions, and values, including *wâhkôtowin* and *miyo-ohpikihâwasowin*, which reflect our responsibilities to ensure that children are cared for in culturally appropriate ways.

Send Resume including cover letter to:
Muskeg Lake Cree Nation
Attention: D. Sanderson, Human Resources Manager
Email: hr@muskeglake.com

Deadline to Apply: Friday November 13, 2026 4:00pm

Only those selected for an interview will be contacted.