

# WE'RE HIRING:



## DRIVER CASE AIDE(S)

### **MAKOOSE C. GAMIK INC.**

We are a Child and Family Services Agency that is dedicated to providing caring and supportive services for Long Plain First Nation members. We have offices located in Brandon, Winnipeg, Portage and in Long Plain First Nation.

### **POSITION SUMMARY**

We will be looking for Driver Case Aides(s) for each of the office locations in Portage, Long Plain First Nation, Winnipeg, and Brandon. The Driver Case Aide will transport children, youth and families to visits, appointments, and activities. The Driver Case Aide will be responsible to coordinate and facilitate access visits between children and their family members, providing services on the continuum of access arrangements and assist staff in providing direct support services to children, youth, and families. The incumbent will be responsible for vehicle maintenance, and maintain up-to-date documentation of client contact. The Driver Case Aide will report to the Program Manager of the location they are assigned to.

### **QUALIFICATIONS**

- Relevant experience working with children and families, preferably in child welfare;
- Knowledge of the Child & Family Services System an asset;
- Must be willing to work flexible hours;
- Must hold and maintain a valid Class 5 driver's license, have access to a reliable vehicle and be willing to travel;
- Applicants must include with their application a photocopy of their driver's license and a recent driver's abstract. The fee for obtaining the driver's abstract is borne by the applicant;
- Successful completion of a current Criminal Record Check with the Vulnerable Sector Section Query, Prior Contact Check, & Child Abuse Registry Check, or proof of submission of all required checks to be submitted with your application.

### **Please submit your cover letter & resume to:**

Makoose C. Gamik Inc.  
Head Office Mailing Address  
Box 337, Portage La Prairie, MB R1N 3B7  
E-mail: [hr@makoosecgi.org](mailto:hr@makoosecgi.org)

**COMPETITION NUMBER:** 2024-08

**Close Date:** July 31, 2024, by 4:00 p.m.

