



Sioux Valley Dakota Nation  
Employment Opportunity  
**Case Aide Driver**  
*Dakota Tiwahe Services*  
Full-time, Permanent

**POSITION SUMMARY:** The Sioux Valley Dakota Oyate Government, pursuant to the Self-Government Agreements with Canada and the Province of Manitoba are undertaking the jurisdiction of Child and Family Services. The Dakota Tiwahe Services Inc. has been developed to address the need for protecting Sioux Valley Dakota Nation families and children. The Case Aide Driver will provide support to the Dakota Tiwahe Services Inc.

**DUTIES INCLUDE:**

- Document all data with respect to assigned families
- As requested, transports, children/families as needed
- As assigned, picks up supplies and equipment as needed
- Maintain a planning calendar with the Executive Director
- Maintain and report any issues with Dakota Tiwahe Services vehicles
- Upon request, accompany workers on home visits
- Document all contacts with children/families on a weekly basis, forwarding case notes to supervisor
- Promote a positive image of Dakota Tiwahe Services Inc.
- Participating regularly in community events and activities
- Record and/or advise the Prevention Workers of any contact the family has with Police, Alcoholics Anonymous, Health Department and any other professionals

**QUALIFICATIONS:**

- Proven experience as a Driver
- Possess a valid Class 5 driver's license
- A clean driving record
- Familiarity with GPS devices
- Knowledge of area roads and neighborhoods
- A polite and professional disposition
- Ability to remain calm in stressful driving situations (e.g., at rush hour)
- Successful completion of Criminal Record Check and Vulnerable Sector Search & Child Abuse Registry Check, or proof of submission
- Hours may vary depending on need

**Competition Number: 202293**

**APPLICATION DEADLINE: Open Until Filled.**

*Submit Cover letter and Resume indicating Competition Number:*

Human Resources Department

Sioux Valley Dakota Nation

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*We thank all who apply but only those selected for an interview will be contacted.*