



Nishnawbe-Aski Legal Services Corporation Employment Opportunity

Nishnawbe-Aski Legal Services Corporation is presently recruiting for a

MANAGER OF COURT SERVICES

(Term Contract – Ending March 31, 2025, With Possibility of Extension)

Thunder Bay, Sioux Lookout, Timmins, ON

The **Manager of Court Services** is a supervisory position that reports to the Director of Legal Services. The Manager ensures the Court Services Program office functions effectively and notifies of any issues and needs. The Manager also monitors the duties and responsibilities to all designated Court Programs such as Starlink, and Discharge Program.

Qualifications:

- Two (2) years education in a justice related field such as social services, law, politics, or Indigenous studies.
- Two (2) years work experience in a social or justice services environment.
- Proven ability to work with individuals from the community.
- Knowledge of historic and current forms of colonialism, systemic discrimination, displacement, and barriers facing Indigenous communities.
- Ability to articulate criminal and social justice issues.
- Experience in crisis intervention, and trauma-informed care is an asset.
- Strong computer literacy skills and ability to use MS Office Software.
- Flexibility to work evenings, weekends, and statutory holidays as required.
- Criminal record check is required.
- Excellent communication skills both oral and written.
- Ability to speak Cree, Oji-Cree, or Ojibway an asset.

Location: Thunder Bay, Sioux Lookout, Timmins, ON

Hours: Full Time - Contract (35 Hours Per Week)

Salary: In accordance with established pay grid and commensurate with education/experience

CLOSING DATE: July 21, 2024

Please send cover letter, and resume to:

Human Resources, Nishnawbe-Aski Legal Services Corporation,
101 Syndicate Ave N, Suite 101 Thunder Bay, ON, P7C 3V4

Email: hr@nanlegal.on.ca

NALSC invites applications from qualified members of NAN. Please indicate in your cover letter how you meet the criteria for the position and whether you are a NAN member. We thank all candidates for their interest; however, only those selected for an interview will be contacted.

Nishnawbe-Aski Legal Services Corporation welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

For more information, please visit our website: <https://nanlegal.on.ca/jobs/>