



EAGLE LAKE FIRST NATION

"Where the Eagle will continue to soar and develop with the Ojibways of Eagle Lake"

P.O. Box 1001 • Migisi Sahgaigan • Ontario • P0V 3H0 • Tel. 807-755-5526 • Fax. 807-755-5696

INTERNAL JOB POSITING
FIRST NATION WATER SETTLEMENT NAVIGATOR

ELFN is seeking to employ a First Nations Drinking Water Settlement Navigator on a short-term contract basis to assist eligible Eagle Lake First Nation members with the completion of the First Nation Drinking Water Settlement Application prior to the deadline date of March 23, 2023.

The following duties/responsibilities are associated with this position,

- The FNDWS Navigator will prepare the Band Council Confirmation List (BCCL) associated with the First Nations Drinking Water Settlement. The BCCL is a listing of all First Nation individuals who lived/ordinarily resided on the Reserve during a long-term drinking water advisory (September 20, 2002 – August 31, 2009). The BCCL is used to ensure that all eligible community members are registered for the settlement but does not include any claims for specified injuries or individual damages.
- The navigator will have until March 3rd to complete the BCCL, after which point it will be reviewed by Chief and Council and submitted no later than March 7th to the Administrator.
- The navigator will be responsible for reviewing relevant community information/documents to gather the names of community members living in the community during the long-term drinking water advisory. Once this information is gathered, the navigator will compile a list that will be submitted to the First Nations Drinking Water Settlement Administrator.

Skills/Knowledge Required

- Excellent computer skills: including Microsoft office (word, excel)
- Communication skills, both verbal and written
- Teamwork and collaboration
- Goal oriented and time management skills
- Self- motivated

Please forward your resume including 3 reference to the attention of Chief and Council. Resumes can be emailed to eagle.reception@migisi.ca or dropped with Reception at the Band Office.

PLEASE NOTE: Only those selected for an interview will be contacted.