



Chippewas of the Thames First Nation

320 Chippewa Road, Muncey ON N0L 1Y0

Phone 519-289-5555 www.COTTFN.com

Chippewas of the Thames First Nation is accepting applicants for the new position of:

Position Title: Knowledge Keeper / Elder
Department: Child, Youth, and Family Well-Being Services
Hours of Work: 37.5 hours per week working onsite 8:30am – 4:30pm
Location: 320 Chippewa Road, Muncey ON and London satellite office
Posting Date: January 29, 2026
Posting Closes: February 19, 2026

Summary:

The Knowledge Keeper/Elder reports directly to the Team Leader for Cultural Services. The Knowledge Keeper/Elder for the Cultural Services program is responsible for providing direct and indirect cultural services to children, youth, families involved with the Child, Youth and Family Well-Being Services (CYFWBS). In addition, direct and indirect cultural services will also be provided to staff and membership from the Chippewas of the Thames First Nation (COTTFN).

The Knowledge Keeper/Elder is responsible for providing education and training to staff and when required external service providers regarding cultural values, beliefs, traditions and Community protocols regarding culture.

The Knowledge Keeper/Elder will work closely with Helpers of the Cultural Services program to develop and implement plans which will incorporate cultural programming into service delivery for families, staff and membership of COTTFN.

Responsibilities:

- The Knowledge Keeper - Elder will provide essential cultural services and complete ceremonies for children, youth, families, and staff within the Child and Family Services program and the Community.
- Exhibit knowledge and understanding of Anishinabek Culture, traditions and the Seven Grandfather Teachings.
- Integrate cultural wisdom into the Wellness Plans for those involved in the program, ensuring a holistic approach to their well-being.
- In collaboration with the Team Leader for Cultural Services, develop and maintain a list of cultural people, resources and Elders available to the program and develop a training plan for the Cultural Services department.
- Provide training to staff about cultural practices, teachings and ceremonies.
- In collaboration with the Team Leader for Cultural Services and the CYFWBS Director ensure all meetings and gatherings reflect cultural practices to guide constructive discussions and decision making.
- Conduct cultural ceremonies and provide cultural services for children, youth, families, and staff.
- Offer recommendations for cultural services and ceremonies to be incorporated into Wellness Plans.



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- Collaborate closely with Cultural Service Helpers to support the community at large.
- Facilitate the integration of cultural practices and traditions into daily activities and program initiatives.
- Mentor and guide children, youth, and families in understanding and appreciating their cultural heritage.
- In collaboration with the Team Leader for Cultural Services, develop an annual service and financial budget to provide cultural services.
- Use excellent verbal and written communication skills to interact with children, youth, families, staff, Community, stakeholders and other professionals.

Qualifications:

- Bachelor of Social Worker Degree or Native Studies degree is preferred.
- College Diploma in Social Services or Native Studies.
- Ability to understand and speak Anishnaabemowin is a definite asset.
- Experience in working in First Nation communities.
- Experience in working with children, youth and families involved in the child welfare system.
- Equivalent combination of education and experience may be considered.
- Current First Aid/CPR certification.
- Must possess a valid "G" driver's license and insured vehicle.
- Must possess a clear CPIC and Vulnerable Sector Check (VSC).

What Chippewas of the Thames First Nation Has to Offer:

- Comprehensive benefits for permanent employees, supporting your health, dental, and overall well-being.
- Employer-matched pension plan to help you build long-term financial security.
- Access to a confidential Family Employee Assistance Program (EAP) to support mental, emotional, and family wellness.
- Two-week holiday closure over Christmas and New Year's, providing dedicated time to rest and recharge with family and community.

Hiring of Indigenous persons will be given preference, please identify in your application.

Interested applicants, please submit a cover letter, resume, three work related references, photocopies of education documents to:

human.resources@cottfn.com

OR

320 Chippewa Road, Muncey, ON N0L 1Y0

Please indicate "Knowledge Keeper / Elder" in your application.

We thank all candidates for applying; however, only those selected for an interview will be contacted. Accommodations are available on request (by email to human.resources@cottfn.com) for candidates taking part in all aspects of the selection process.



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As a federally regulated employer, Chippewas of the Thames First Nation is not required to include compensation ranges in job postings. Depending on the nature of the recruitment and the position, we may choose to share salary or pay band information in the posting or during the early stages of the process. Compensation is always discussed with candidates during recruitment to ensure clarity and alignment with their expectations and experience.

We do not use AI in the selection process, and we do read cover letters.