



Position Title: GLADUE REPORT WRITER (GRW)

Job Type: FULL-TIME

Start Date: August 31, 2021

Positions Available: 3

Job Location: British Columbia, various regions/Indigenous Justice Centre locations

Reports To: DIRECTOR OF GLADUE SERVICES and GLADUE COORDINATOR

Summary of Position:

Under the supervision of the Director of Gladue Services of the BC First Nations Justice Council (BCFNJC), the Gladue writer supports Indigenous peoples and justice personnel in applying the sentencing principles set out in section 718.2 (e) of the *Criminal Code* of Canada. The aim is to provide a written Gladue report for the Indigenous person's sentencing, bail or appeal hearing.

The Gladue writer will provide the court with a Gladue report that gives a comprehensive picture of the life circumstances, background factors and systemic barriers of the Indigenous person's life that played a part in bringing them before the courts. This information is compiled by conducting interviews with the accused, their family members, and other people who know the client and liaising with justice personnel. The Gladue report identifies alternatives to incarceration, types of resources available in the community, including Indigenous-specific programs and services that address the underlying issues the accused is encountering.

This position demands a high level of social facilitation and mediation, independent analysis, problem-solving, case management and supervision, the ability to communicate and requires strict confidentiality, and exceptional writing skills.

Key Duties and Responsibilities:

1. Accept Gladue report requests through the Gladue Information Management System (GIMS), to ensure service provision, efficacy and confidentiality.
2. Meet with clients, in a variety of locations, to prepare, research, and write the Gladue report.
3. Develop and maintain knowledge of the local Indigenous culture, communities, history, along with important local and regional issues important to Indigenous communities in the region.
4. Liaise with Indigenous and non-Indigenous resources/service providers to prepare a well-organized healing plan for all clients.
5. Maintain collaborative working relationships with justice personnel (judges, defence lawyer, crown attorney, RCMP) to produce Gladue reports.

6. Prepare and submit all reports as required.
7. Develop and maintain knowledge regarding community resources (Indigenous & non-Indigenous) available to offenders in British Columbia or the region you work in, in collaboration with the Indigenous Justice Centre (IJC) community outreach worker.
8. Travel as required.
9. Other duties concerning Gladue reports, as assigned.
10. Collaborate with appropriate community resources to develop ways to meet the identified needs of the client.
11. Adhere to professional guidelines concerning client confidentiality.
12. Endeavour to keep well-informed of issues, information and education related to the position.
13. Attend appropriate Gladue writer training sessions.
14. Work with families and other community groups as required.

QUALIFICATIONS

1. College or University education in social work, law, corrections, mental health or related field, or a combination of experience and other academic qualifications will also be considered.
2. Experience working with Indigenous peoples and knowledge of Indigenous culture and traditions.
3. Have working experience with the judicial system, more specifically in British Columbia.
4. Have an understanding knowledge of the *R. v. Gladue* case and related court decisions regarding Indigenous offenders.
5. Possess strong writing, communication and organizational skills.
6. Have competent computer skills; word, internet, excel etc.
7. Ability to meet deadlines and adapt to changing priorities.
8. Be reliable and autonomous.
9. Be available to travel for training, meetings, and preparation or reports.
10. Be available and able to enter the detention centers in British Columbia/region.
11. Must be able to travel between work and the detention centers in the region (by car, taxi, uber, public transit).
12. Have combined knowledge and experience about community services that support and assist individuals.

SKILLS/ABILITIES

1. Knowledge of Indigenous culture and traditions and the history of colonization on Indigenous peoples in Canada/British Columbia.
2. Experience with, or willingness to learn trauma-informed interviewing skills.
3. Ability to show empathy, patience and understanding to build good working relationships with clients who may be initially hostile.

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4. Able to assess situations based on individual client's needs, family needs, program needs, agency policy and correctional guidelines (e.g., duty to report).
5. Able to make interviewing accommodations based on the needs of the client, their family members or others who know the client.
6. Ability to be respectful, non-judgmental and committed to supporting people in difficult circumstances.
7. Resilient, assertive and the ability to stay calm under pressure.

BUDGET RESPONSIBILITY

The Gladue writer is responsible to the Director of Gladue Services Department and the Gladue coordinator for any eligible monthly expenses and shall account for all money spent on client expenses, program resources, travel and mileage. Must meet administration requirements and timelines for reporting mileage, timesheet, expenses, and other allowable expenses.

There are guidelines and policies in place to support the employee in the workplace.

CONDITIONS OF EMPLOYMENT:

1. Criminal record check (RCMP – Working with Vulnerable Sector) within one month of date of hire
2. Current driver's license
3. Driver's abstract record
4. Reliable vehicle for work
5. Appropriate and current vehicle insurance
6. Successful reference checks
7. Successful educational verification
8. Have the ability to use wireless communication tools
9. Ability to work flexible hours as determined by the Director of Gladue Services or the Gladue coordinator concerning service requirements.

To apply for this opportunity, please forward a cover letter and resume to Mitchell Walker, Director of Gladue Services, at mitch@bcfnjc.com

BCFNJC - Gladue Services Department is an equity employer and encourages applications from all individuals who may contribute to the diversity of our workplace. This includes persons with diverse abilities, all persons of colour, including Black and Indigenous (First Nations, Metis, and Inuit), and people of all sexual orientations and genders. However, priority will be given to Indigenous peoples (First Nations, Metis, and Inuit).

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