



NIPISIHKOPAHK ACIMOWIN



Opiniyâwi Pîsim
April 2021



VOLUME 7 ISSUE 40

Tansi and welcome to another edition of the Acimowin. The Covid 19 virus along with the variant are still in Maskwacis and Chief Vernon Saddleback urges people to wear a mask, hand sanitize, get vaccinated, keep yourself safe and keep your social circle small. Read Chief's weekly update on page 8. With that, the Band Administrator has reduced the work hours at the band office due to the rise in Covid 19 and UK Variant cases, see page 6. Moving on, the annual highway clean up took place around the Maskwacis area and there's not much garbage this year. So good job people on keeping your community clean during the pandemic. Thank you to all the clean up volunteers and organizers for your hard work.



facebook

Facebook: @samsoncreenation

twitter

Twitter: @SamsonCree



Instagram: @samsoncreenation



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The Samson Cree Nation Acimowin (Newsletter)
 Communications Coordinator, Delorna Makinaw.
 Email: dbmakinaw@gmail.com
 Events Planner, Angela Boysis-Bull.
 Email: ang.bbull@yahoo.com

Samson Communications Department: Box 159
 Maskwacis, AB T0C 1N0. Ph: 780-585-3793 ext. 233 or 266.

SCN Departments: Please send your announcements, events or information to the Acimowin for publication.
 Email: guide@ualberta.ca
 Ph: 780-585-3793 ext. 266

The Acimowin is released bi-weekly every month.
 Advertisers please call the Communications Office.

Community events can be forwarded to the Newsletter
 Please make it a JPEG format to save paper.

Vision Statement
 Samson Cree Nation is a healthy, educated, knowledgeable and industrious community.

Mission Statement
 Samson Cree Nation is a Sovereign Nation that is dedicated to improving the quality of life for all our People by maximizing our Human Resources and respecting our Cree Language and Traditions of our Peoples.
www.samsoncree.com/aboutus

HAWK 93.5 FM Radio
 To advertise with the only central Alberta First Nations radio station please call: 780-585-4295.
 Email: hawk.radio891@gmail.com
 connect@hawkradio935.com
 Web: www.hawkradio935.com
 Contact: Robert "Bobby Jack" Ward.

Good
Family is OK

Caution
Someone has a cold

Sick
Someone has flu like symptoms

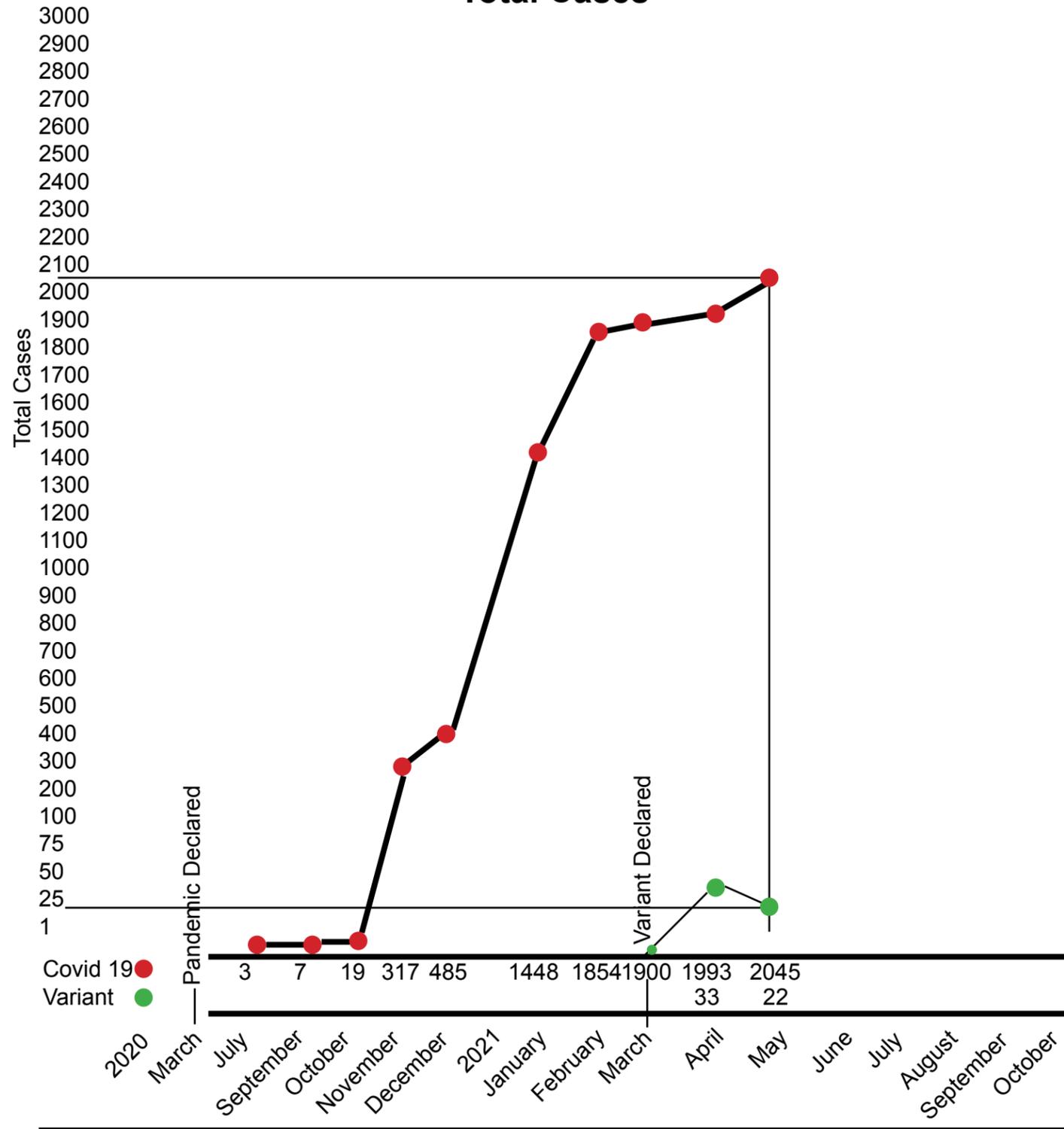
COVID-19

Colour Code FLAG SYSTEM

Please place on front Window of your home

Maskwacis Covid 19 & UK Variant Timeline

Total Cases



SCN Departments

Please send your announcements, events or information to the Acimowin for publication.

Email: guide@ualberta.ca
Ph: 780-585-3793 ext. 266

Briefing note from: SAMSON CREE NATION
Celebrations committee
Candy Cane Lane 12/18/21
Virtual Traditional Powwow; Jan. 9/10, 2021
Family Day Traditional Powwow; Feb. 15, 2021

OBJECTIVE: Samson Celebrations committee to look at different events and processes to promote Culture, Language, and assist with the issues surrounding the global pandemic.

SUMMARY:

Report for the Candy Cane Lane and Virtual Powwow enclosed for reference. This report was presented by Louise Omeasoo, SCN Chair in February 2021.

Brief overview of Candy Cane Lane, Dec. 18, 2020:

Team Lead: Councillor Marvin Yellowbird

Departments: Samson Youth and Sports Development, Samson Headstart, Samson Daycare, Samson Consultation.

Cost: \$25,000.00
(Samson Daycare & Samson Headstart supplied majority of budget. Other programs listed were in kind contributions)

Outcome: 195 vehicles
378 children
290 Adults
18 elders

65 prizes ranging from \$10.00 to \$400.00
Turkey Trot Repurposed gift cards/ frozen meat were also handed out to elders and vehicles with small children.

Brief overview of Virtual Powwow, Jan. 9-10, 2021.

Team Lead: Karlene Cutknife
Technicians: Jaime Buffalo, Kim Buffalo, Kirby Buffalo

Keep the people dancing Facebook page sparked an idea to host our own local powwow online. The Team worked together on a process and format to ensure a safe event as well as sought assistance from Northern Cree as Facebook required permission from artists for use of their songs.

Payout: Tiny Tots \$30.00
Juniors \$40.00
Teens \$50.00
Golden Age \$65.00
Adults \$75.00
Specials: Family Team Dance \$1000.00
Hand Drum \$500.00
Family Photos \$25.00 an entry

Remaining funds: \$6362.68 *to be determined

Outcome: 75 dancers registered
15 Family photos

Hand drum Winners: 1st Gilbert Buffalo
2nd Tzyion Simon
3rd Ryan Deschamps
4th Nathan Eagle

Family Team Dance: 1st Angelin Gadwa & Gracie
2nd Cortez & Neto Giroux
3rd Jordan Eagle & Trevor Eagle
4th Bobbi Jo Roasting & son

CONCLUSION:

We would like to thank the following individuals Jaime Buffalo, Karlene Cutknife, Kim Buffalo, Kirby Buffalo for their collaboration and desire to bring the virtual powwows to life.

Thank you to Chief Vern Saddleback and Marvin Yellowbird for seeking financial support from Peace Hills Insurance and Peace Hills Trust.

Thank you to Francis Green "Shining Elbow" for providing our ceremony and opening prayers each session.

Steve Wood of Northern Cree for the use of their songs.

Lastly, the dancers and families that helped lift our spirits and touched our souls with their healing dances which are needed during this time.

Testimonials: To watch and hear the dancers and hear the songs of the drum, and to hear who they are dancing for filled your heart with love and joy - anonymous viewer.

The team worked in shifts and helped with technical issue and also ensured each dancers received a confirmation email and confirmed e-transfer.

Sponsorship: Peace Hills Insurance \$15,000.00
Peace Trust \$15,000.00
Samson Headstart \$1000.00
SCN Celebrations = \$4000.00

Payout: Tiny Tots \$30.00/ day
Juniors \$40.00
Teens \$50.00
Golden Age \$75.00/ day
Adults \$85.00

Specials: Juniors \$500.00 divided equally = \$100.00 to top 5 (boys/girls)
Teens \$500.00 divided equally = \$100.00 to top 5 (boys/girls)
Women's Jingle \$1000.00
Women's Traditional \$1000.00
Women's Fancy \$1000.00
Men's Fancy \$700.00 (2 entries)
Men's Chicken \$1000.00
Men's Traditional \$1000.00

Cost: Traditional Powwow = \$3630.00
Sunday Specials = \$7523.00
Administrative = \$6200.00

Remaining: \$9100.00 *repurpose on Family Day

Outcome: 75 Dancers from Maskwacis or residing within
Very well received and appreciated
Lifted the spirits in the community and online

Brief overview of Family Day Powwow, February 15, 2021.

Team Lead: Jaime Buffalo
Technicians: Karlene Cutknife, Kim Buffalo, and Kirby Buffalo
Department collaboration with Integrated families, Carmella Cutknife. Repurposed their Annual Tiny Tots Powwow with the Family Day Virtual Powwow.

Cost: Traditional Powwow = \$3000.00
Specials = \$3000.00
Integrated Families = Tiny Tots approximately \$1000.00

If you have any questions or ideas, please feel free to contact the Samson Cree Nation Celebrations Committee via Angela Boysis at ang.bbull@yahoo.ca

Samson Celebrations Committee:

Chair: Louise Omeasoo
Elected Council: Holly Johnson Rattlensnake, Shannon Buffalo,
Marvin Yellowbird, Frank Buffalo
Committee members: Jaime Buffalo, Kim Buffalo, Karlene Cutknife,
Kirby Buffalo
Administrative Assistant: Angela Boysis



COVID 19 VACCINE
All Samson Band
Members
To Register Please Call
780-585-3793 EXT 286



SAMSON CREE NATION

P.O. Box 159
Hobbema, Alberta T0C 1N0
Phone (780) 585-3793

TO: All Staff
FROM: Bonita Saddleback, SCN Band Administrator
Cc: Chief and Council
DATE: May 7, 2021
RE: Reduction of Office hours May 10 to May 28, 2021

In consultation with Harper Potts, DEM and the Senior Management team it has been decided that Samson Cree Nation will reduce office hours from May 10 to May 28, 2021 and is as follows:

Mondays and Fridays Offices closed, Tuesday, Wednesday, Thursday – Reduced Hours of Operation 10:00 am to 3:00 pm

To minimize the spread of COVID 19 and the quick spread of Variants, we will continue to close to the public and continue to work in a cohort system. The province of Alberta has the highest rates of Covid and variants and we must do our part to minimize transmission and protect our community from an outbreak. ONLY ESSENTIAL STAFF ARE ALLOWED IN SCN PUBLIC BUILDINGS. The hours of operation for Mondays and Fridays for essential staff shall be determined on an as needed basis and will be at the discretion of Managers and Supervisors if it is deemed essential or an emergency

When entering public buildings (essential staff), please cooperate and go through proper process of triage. PPE, such as masks are mandatory in all public buildings. Hand washing, hand sanitizing is encouraged. Promote social distancing, by having meetings through zoom, or other fitting media outlets. Clean your work space continuously. It is also encouraged that you get swab tested from Maskwacis Health Services. As a reminder, all activities will have to be presented prior to scheduling for approval from Director of Emergency Management, Murray Harper Potts at mhpotts45@gmail.com. I would like to add that Maskwacis has been praised by public health officials for the effectiveness in the containment of this virus and thank everyone for doing their part by continued practice of public health orders and restrictions. Keep it up and hope you all stay safe and healthy. Akameymohk!

Respectfully,

Bonita Saddleback
SCN Band Administrator

Virtual Sharing
Circles & Self Care
Activities

Kisewatisiwin Support Group

A Pregnancy Loss Support
Group

*"Helping our hearts heal
through sharing"*

SECOND WEDNESDAY
OF EVERY MONTH
5-7 PM

FACILITATED BY A
MOTHER, A
SURVIVOR AND
SUPPORTED BY THE
MHS EARLY YEARS
PROGRAM AND
MASKWACIS ELDERS
MENTORSHIP
PROGRAM

*"We are all one drum
and we need each
other"*

To Connect & Sign Up contact
Tanya @ 780.839.8050 or
mcdougall.cutarm@gmail.com

Kisewatisiwin

SAVE THE DATE

Samson Cree Nation POWWOW Celebration

August 13 - 15 2021

Samson Cree Nation Communications Department

MHS Trailers

If you have tested Covid 19 Positive, as a Maskwacis Cree member, you have the option of Isolating or Quarantining at the Maskwacis Health Services (MHS) Trailers. They take excellent care of you and this choice ensures you keep the rest of your family safe from Covid 19.

For more information please contact your nations Director of Emergency Management Team Leader:
Samson's representative is:

Harper Potts 780-335-0303
or
Kevin Johnson 780-362-2197

#StaySafe #SamsonCree #WashHands #WearAMask #ProtectOurElders
#GetTested #NoVisiting
www.samsoncree.com

facebook twitter

Call for Submissions from Indigenous Artists

Deadline: September 8th, 2021

adult	1st Place - \$5,000
	2nd Place - \$3,000
	3rd Place - \$2,000
youth	1st Place - \$1,000
	2nd Place - \$750
	3rd Place - \$500

PHIT PEACE HILLS TRUST

38th Annual Indigenous Art Contest

Our Indigenous Art Contest is back! After 37 consecutive years, we postponed for 2020 due to circumstances beyond our control.

The health & safety of our staff, our artists, and our community will remain our #1 priority.

more details @ peacehills.com



May 7, 2021

Chief Vernon Saddleback update via Samson Cree Nation Facebook and Chief's Facebook page.

Welcome everybody to the end of the week May 7, 2021. Welcome to May. I think the saying goes April showers bring May flowers. You can see the trees bloom and the grass turn green. So Spring is definitely here.

It was a short week for myself. I did have day surgery on Tuesday May 4, 2021, to repair some damage I have on my one eye. It was successful and I was supposed to stay home and heal.

While I was gone I want to thank Councilor Katherine Swampy for stepping up and being Proxy Chief in my absence. She gave me a call late this afternoon and she gave me an update and she did an amazing job. So thank you Katherine I really appreciate it. As time goes on and I am going to take breaks now and then I try and give the seat to different Council members just to give them that experience of sitting in the position of Chief.

Some quick updates: I want to start with Mamawi Atosketan Native School. Back in the day, pre-pandemic I went to their high school grand opening. I met with them and they just raised, it's a private school run by the Seventh Day Adventists Church, four and half million dollars to build a new school. So they invited me to go to the grand opening. My son also went to school there. I met some interesting people afterward and their major funders of their project and they are really nice people. They asked me if Maskwacis would be interested in having a Community Hall built by them. They want to come to do events here and they were offering that and I agreed. That was the last I heard of it because the pandemic hit right after that. So last week I got called to a meeting and Mamawi

showed me some floor plans and basically they will be building across the rail road tracks in the Ponoka County area. They do own some land there and they are looking at the initial building with plans to expand it. It can hold up to 300 people with classrooms. Mamawi is ready to build. They just need a letter of support from the Samson Cree Nation and Ponoka County. I brought it back to council and we gave it to the Socio Economic department and from there I need it to be taken to a committee level. I don't like closing our recreation center for Wakes because our children don't have any place to play. If we have another community center we can have that extra building we can use. I also want a home where our Elders can meet. I appreciate Councilor Holly Johnson and her committee on their work on this project.

Update on medical clinic: I met with FNIHB (First Nations Inuit Health Branch) about the Covid 19 numbers and our numbers are not too bad. I did give them notice that I wanted to set up a meeting with them. May 17 is when we will meet with FNIHB and our Ambulance Authority and we are going to talk about funding for our medical clinic. I want to thank Samson Management because they got a grant to contribute to the project. The reason we meet with FNIHB is to get sustained funding. We want to work with the Maskwacis Health Services to create a decentralized medical support platform for all the people of Maskwacis. I said it before, there are three medical clinics in Wetaskiwin and why can't we have four in Maskwacis? We are looking to build where the old grocery store used to be.

Update on summer works project: I met with Council on Tuesday with that. For me, as Chief I am trying to look at it from a wide perspective. We all know CERB (Canadian Emergency Response Benefit) has been cut off and people are on SA. There is this conflict of who's on CERB, who is on SA, who's on AISH and some of our people are going to be paying some financial penalties. If we can get a summer works project and get some people working then this transition won't be so hard on them. So there's going to be these different departments working together to create this summer works program. I want to thank Councilor Holly Johnson and her committee for working on this. One project for example, is yard fences in the town site that we created years ago. We still need to finish that.

On Wednesday I attended the Treaty Chiefs meeting. We were talking about policing. It's still up in the air with the province. The Alberta government is committed to having its own police force. The government has done their research and they have to decide if they are going to keep the RCMP or go with their own. We had the Deputy Commissioner, Commanding Officer of Alberta, Curtis Zablocki, at the meeting and he said he doesn't know what the province is going to do.

I want to end this on high note today. I want to thank the boys at Farm & Ranch. This was amazing.

I want to thank Keith Nepoose for this. Keith Nepoose, Vin Saddleback the Manager, Patrick Nepoose and Keith Rain all work at Farm & Ranch. Keith had a connection to a potato farmer and this farmer needed a place to donate his potato's too. Together, they were able to secure 12,000 pounds of potatoes. They started delivering on Tuesday and they just finished today. They donated to: The Samson Food Bank, Ermineskin Food Bank, Louis Bull Food Bank, the Montana Food Bank and the Mameo Beach Food Bank. They delivered a load out to the Pigeon Lake Recreation Center. The Womens Shelter and Pesakastew Center, and basically anybody who showed up at Farm & Ranch, got a load. I guess what it shows to me is that you don't have to be in Chief and Council to help the people. So nice job for feeding the people of Maskwacis.

When we did talk with FNIHB on Monday they told us that Maskwacis has about 26% of our people vaccinated. We still need 70%. We are on pace with the province. They told us that they saturated

the people who did need vaccinations. So now they are lowering the age limit. For those who don't believe in the vaccine, find three friends and get them vaccinated. That will give us our 75% rate of vaccinations. I respect people beliefs but if we are going to open up our communities we need that 75% vaccination rate. So let's all do our part. I myself have gotten vaccinated.

I want to show you these phone numbers:

Community Outreach 780-335-5953

Outreach 780-335-7439

Mobile Mental Health 780-362-2150

We are struggling with mental health issues. Anxiety is becoming a problem. This includes myself. I never had to struggle with it before now I have to because of the pandemic. I've reached out for help when I had too. If your just struggling in general please phone these numbers and talk to them about your problem. If no one answers phone the other number. If no one answers try again in a little while. Somebody will answer so don't give up. Reach out and don't be afraid to ask for help. Mental Health Week is from May 3 to 9, 2021.

So with that: wear your mask, hand sanitize, the double mutant from India is now in Alberta FNIHB told me. So get vaccinated. Keep yourself safe, keep your social circle small. Do your part. If your feeling sick or you got a fever please stay home. With that it is a beautiful spring day out there, the flowers will be blooming soon and I want to wish everybody a wonderful week. See you all next Friday. Thank you everybody.



Source: Keith Nepoose, Facebook. 10 tons of potatoes.

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PLAINS CREE

nehiyaw

kisakihitin
mistahi

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I love you very much

Security Services:

SCN PROVIDES 24 HOUR SECURITY SERVICES TO THE NATION

SECURITY ENSURE ALL COVID19 PROTOCOLS ARE FOLLOWED AT ALL NATION EVENTS

SECURITY ALSO ESTABLISHES TOWNSITE BARRICADES AND MORE.

FOR INFORMATION OR CONCERNS CALL 780-585-2522

Support Services:

MĀSKWĀCĪS AMBULANCE
780-585-4000

MĀSKWĀCĪS MOBILE MENTAL HEALTH
780-362-2150

MĀSKWĀCĪS HEALTH CENTRE
780-585-2020

SAMSON COMMUNITY WELLNESS -
KELLY KARIUS 780-585-3634

MĀSKWĀCĪS COUNSELLING SERVICES
780-585-2268

When you go for your Covid19 test, Do not attend social events/gatherings until you get your Covid19 results

SAMSON EMERGENCY MANAGEMENT
#STAYSAFE #WEARAMASK



Emergency Contact Support:

We provide contact information for situations such as

No Heat Electrical Plumbing

Contact our main office for assistance to direct personnel

Food Support:



SERVICES: ALL FOOD REQUESTS MUST BE AUTHORIZED BEFORE DELIVERY



FOOD ASSISTANCE IS ALSO PROVIDED TO THOSE FAMILIES WHO ARE IN ISOLATION/QUARANTINE DUE TO COVID19.

For Food support contact Emergency Management Main Office at 780-585-2522

SCN EMERGENCY MANAGEMENT PROVIDES FOOD SUPPORT FOR ALL SAMSON HOUSEHOLDS DURING THIS PANDEMIC



SAMSON EMERGENCY MANAGEMENT TEAM

MAIN LINE: 780-585-2522

EMAIL US AT;

EMERGENCYSCN@GMAIL.COM



#STAYSAFE #STAYHOMEIFSIK
#WASHYOURHANDS #SOCIALDISTANCE



Samson Emergency Management Team

Harper Potts - Emergency Manager
780-335-0303

Kevin Johnson - Deputy Incident Commander
780-362-2197

Debra Buffalo - Operations 780-362-0272

Coleman Saddleback - Security
780-839-8244

Funeral & Wake Supports:

Due to Covid19 the emergency management team offers additional supports for funerals & wakes

For more information contact Membership at 780-585-3793 Ext. 249

And they will get you in touch with the required information

HELP PREVENT THE SPREAD

Follow us on SCN Website www.samsoncree.com

Facebook: Samson Cree Nation Page

Of Covid19 On Instagram: samsoncreecreation



May 1, 2021

The Highway Clean Up took place along highway 611 East and along highway 2A. Maskepton Auto cleaned up by the arena road and Samson Councilors Elesha Saddleback and Ryan Lightning were lending a hand cleaning up that overcast morning as well. One lady with her children cleaned up by the Menaik Road and she talked about how it was good to get her kids out and do something positive. Thank you to all the volunteers, drivers and organizers for helping clean up Mother Earth.



SCFC



Samson Community Friendship Center

Source: Samson Community Friendship Center Facebook.
Soup Kitchen
Monday to Friday
8:30 AM to 12:00 PM
1:00 PM to 4:00 PM
Every Wednesdays at 12:00 PM. soup and bannock with desert.
Our Volunteers networking group come together and build the entire community a beautiful, hearty meal.

New Volunteers are always welcome to the kitchen. Free WIFI and much more. Positive choices make for better lifestyles. Call Janet at the Food Bank. PH 780-361-7383

From the Office of Samson Gas Utility Box 1200 Maskwacis, AB T0C 1N0

Ph: 780-585-3793 Email: gasutility.scn@gmail.com

Lyle Littlepoplar, Manager 1-780-335-6073
Everette Omeasoo, Supervisor 1-780-312-9748
Gas Co-op Shop 780-585-3547 Please Leave A Message

Email: gasutility.scn@gmail.com

Please call EXT#215, Cell 780-335-6073 or Email: lyle.littlepoplar2020@gmail.com
If you have any questions on this matter. Thank you.

October 5, 2020
Source: SCN Facebook.

Maskwacis Transport Ltd.

If you have questions or concerns regarding these routes, you can contact Wayne Saddleback at 403 783 1476. At this moment we are short staffed in the Administration office and only have one person answering phones. We are asking parents and guardians to be patient with us as we are doing our best to keep up with the phone call. Please be kind.

Email: maskwacis_transport@outlook.com
Please email to lower the phone call volume.

The Acimowin (Samson's local newsletter)

May
Friday May 14
Friday May 28

June
Friday June 11
Friday June 25

July
Friday July 11
Friday July 25

Submission Dates for August 2021.

August
Friday August 13
Friday August 27

**Indian Day Schools Class Action
Settlement: Claim Due by July 13,
2022.**

MMIWG 24/7 Toll Free Support Phone
Line: 1-844-413-6649

Maskwacis Mobile Mental Health: Call us at any time on our hotline 780-362-2150
or Email : info@maaems.com

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Samson Cree Nation: Pediatrics

Dr. Heather Dreise

PEDIATRIC CLINIC NOW OPEN
Dr. Heather Dreise-Pediatrician
Location: former MYI Building
Hours: Tuesday & Thursday
9 AM to 4 PM
For Appointments call 780-585-4062.
Walk Ins are available.

Samson Cree Nation Urban Office in Edmonton.
Location: 12046 - 77 St. Edmonton.
Ph: 780-477-6648 ext. 257

SCN Community Wellness: Client Support
Services Ph: 780-335-5953. Outreach 780-335-7439. Respite Care 780-335-9687.

Please be advised that the Samson Cree Nation **Personnel Department** has a New Email Address:

personnel.179@gmail.com
Anybody applying for a job or submitting their documents to Personnel Department can send to the email provided. Thank You.

The Samson Cree Housing Department is now located at the Trades Centre (on Cranes Road).
New phone number: 780-585-3919

The Samson Community Initiatives Program 780-585-0111
Check them out on Facebook.
[@samsoncommunityinitiativesprogram](https://www.facebook.com/samsoncommunityinitiativesprogram)



Samson Cree Nation
Purchase your SCN Covid 19 mask for \$10
Call the SCN Communications Department
780-585-3793



SAMSON CREE NATION PERSONNEL DEPARTMENT

SCN Personnel Department has started a new Temporary Employment list.

If you are interested in temporary employment, call Personnel and leave your name and contact number

It is mandatory for all temporary workers to provide a negative covid test before arriving to work.

For more information contact Personnel at 780-585-3793



Samson Communications Department @SamsonCreeNation 15

Wakes & Funerals

Please be advised that due to our Nation's current situation with the Covid 19 pandemic it is important to that we have a record of all the people that are attending the wake or funeral.

For Covid 19 safety: a record must be kept of each person and a contact phone number in the event that there is a positive case.

During wakes and funerals all Covid 19 protocols must be followed: sanitizing, wear gloves, wear masks.

Thank you for your cooperation in keeping your family members safe.

SCN Emergency Management and SCN Community Initiatives.

If you have any questions or concerns please contact:

Harper Potts @ 780-335-0303 pr Debra Buffalo @ 780-362-0272

Samson Food Bank

Is Now OPEN

We are now located at the Friendship Center beside the HBMC for Food Requests.

By Appointment Only.

We are Open

Monday-Friday 9 AM to 3PM

Food Hamper Pick Up from 1 PM to 3 PM

We can be reached at 780-585-3902

All COVID 19 Safety Protocols in Place.

Face Masks are Required.



SCN Housing Department

Please go to www.samsoncree.com/news/housing-applications/

to see the complete packages: DIY Program Application (website), Residential Development Request for Repairs (website), Residential Development Housing Application (website).

Please go to www.samsoncree.com/nipisihkopahk//housing-forms/

Recently Added: Alberta Ramp application form (website) and CMHC RRAP application (website).

Alberta Govt. website: www.alberta.ca/residential-access-modification-program.aspx#jumplinks-2

Enhanced Alberta Government Public Health Measures due to Covid 19



Path forward starts February 8, 2021. Step 1 changes come into effect February 8. All other restrictions remain in effect.

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All indoor social gatherings are prohibited. Public and private.

*Close contacts are limited to household members only.

*People who live alone can have up to 2 close contacts.

This restriction does not apply to:

*Co-parenting arrangements.

*Service visits from caregivers, health or childcare providers.

*Home and maintenance repairs.

*Mutual support group meetings.

Outdoor Social Gatherings: Outdoor social gatherings are limited to 10 people maximum and must not have an indoor component.

*Backyard gatherings that require movement in or out of homes are not permitted.

*Attendees should remain distanced at all times and follow all public health measures.

Out of Town Travel and Visitors: Returning to Alberta

*If you do not have a household in Alberta, you must stay in other people's homes while these restrictions are in place.

*If you belong to the household, you are permitted to return to the home (ex. child returning home from college).

Visitors to Alberta

*Out of town visitors cannot stay in other people's homes while these restrictions are in place, regardless of where they are coming from.

Weddings and Funerals

Wedding and funeral receptions are not permitted. Wedding ceremony and funeral service attendance is limited to:

*10 people maximum for wedding ceremonies.

*20 people max for funeral services, with mandatory masking and 2 metre physical distancing between households.

The maximum limit:

*Includes the officiant, bride, groom and witnesses.

*Does not include funeral service or facility staff, clergy or event organizers who are not considered on invited guest.

*Applies to any facility, including places of worship and funeral homes.

*Applies to services held indoors or outdoors, seated or non seated.

Places of Worship

Faith services are limited to 15% of fire code occupancy for in person attendance.

*Physical distancing between households must be maintained.

*Mask use is mandatory.

Alternatively:

*Virtual or online services are recommended.

*Drive in services where people do not leave their vehicles and adhere to guidance are allowed.

Additional safety measures:

- *In person faith group meetings and other religious gatherings are: not permitted in private homes while these measures are in effect. Permitted when conducted at a place of worship as long as physical distancing and public health measures are followed.
- *Faith leaders and other speakers can remove their masks while speaking if there is a distance of 3 metres. The mask must be put on again once finished speaking.
- *Group performance activities, such as choir singing and playing music, are permitted if they are normal worship practices and not for the purpose of entertainment. Performers must wear masks at all times.

Université d'Ottawa | University of Ottawa

Seeking Maskwacis Elders and Community Members with Disabilities to Participate in a Research Study!

Title of Research Project: Indigenous Disability Project

Criteria:

Either:

- ☑ Nehiyaw/Cree Elder from Maskwacis Nation (inclusive of Maskwacis Nations);
- ☑ Maskwacis Nation member working with disability/health; or
- ☑ Maskwacis Nation member (children with guardian 0-13; youth aged 14-25; and adults) self-identifying as living with a disability

And with:

- ☑ Knowledge of Cree wellbeing and health

Participation:

You will be asked to participate in an online sharing circle (a set for Elders, a set for community members) to take place on Zoom or a one-on-one interview (those living with disabilities) to take place on Zoom. If you may also choose to engage in Photovoice, which is a data collection process where you take pictures of your daily life and caption the importance of the photo with your perspective (written caption).

Time Requirement:

Sharing circles and interviews will take place on Zoom for 1-3 hours.

Other details:

This is a community-driven research project, co-led by a Samson Creek Nation Councilor and an Anishinaabe researcher.

This research study will be conducted in English; however, a Cree translator and/or ASL interpreter will be available for all aspects of the research project if requested. If you do not have access to a device that can access Zoom, or if you do not have access to a strong wifi connection, we can connect you with a device and/or wifi connectivity.

Please note that participation is based on a first-come, first-served basis. Participants will be given an honourarium per session.

To register, please contact our research team, including Tricia McGuire-Adams and Laurie Buffalo, by email MaskwacisDisabilityProject@gmail.com or by telephone at 613-562-5800 ext. 4267 OR 780-361-6576.

The plan for this study has been reviewed by a Research Ethics Board at the University of Ottawa. If you have questions about your rights or how research should be conducted, you can call (613) 562-5387. This office is independent of the researchers.

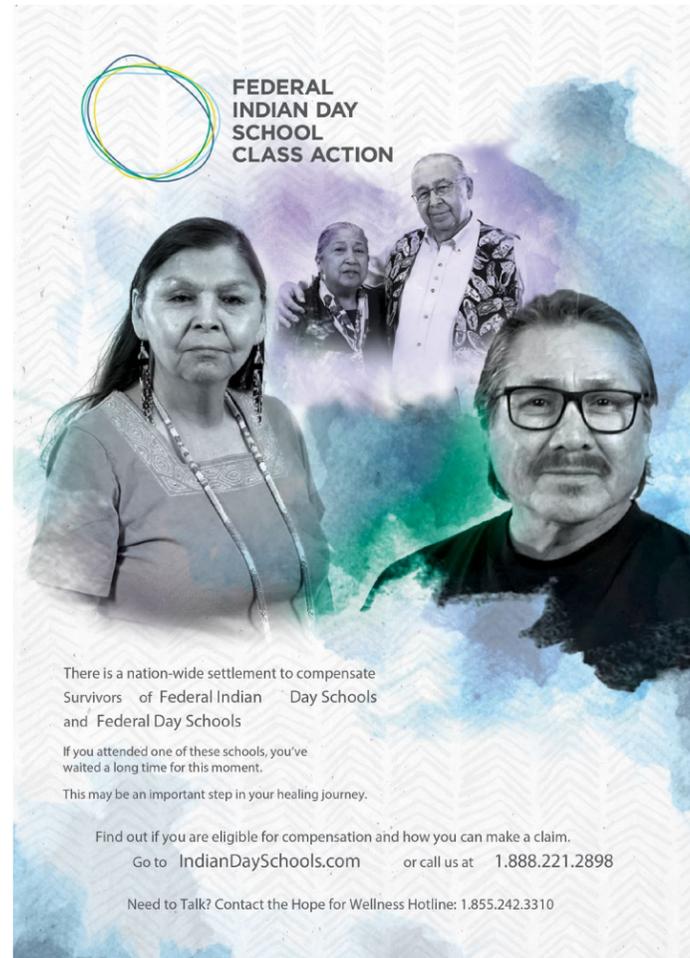


**SCN Consultation Department
Traditional Land Use**

Phone Toll Free: 1 800 661 2579 ext. 130
Edmonton Line: 780 421 4279
Maskwacis: 780 585 3793
Fax: 780 585 2104

“The Imperial Pigeon Lake Reclamation Project will be commencing work on site in Pigeon Lake starting April 5, 2021. AECOM and contractors from the Maskwacis Cree Nations will be on site conducting test pitting, remediation, and reclamation. If you have any questions:”

Please contact Sherina Crier at 1 403 796 6948



Good Morning Guide

It is a pleasure to speak with you. I will attach a few resources our team uses. I will include information on both services provided by Edmonton's Food Bank and other community partners throughout the city. Edmonton's Food Bank does provide a delivery service to clients that fit specific criteria. These clients are usually Elderly, disabled or have a medical condition that prevents them from travelling outside their home. Persons in

quarantine are also eligible to receive a one time delivery while they are in quarantine but this service is mostly for those that have no other means of accessing food.

Hailey Helset, Agency/Depot Engagement Manager, Ph 780-425-2133 ext 225, Email:

hailey@edmontonfoobank.com

11508 120 St. NW, Edmonton, T5G 2Y2, Box 62061 Edmonton T5M 4B5

Surplus Food and Related Items

MEAL PROGRAMS!!! We have plenty of items in our freezer ranging from an assortment of meat, beyond beef, frozen waffles, and other frozen desserts. Please come in and dig through these items for your programs.

We have been recently donated a wide variety of fresh produce including lettuce, strawberries, and yogurt. All of these items can be found in the agency cooler.

Please let us know if you can use any of these items. If you are unable to find these items when you visit please ask for our team at reception.

-Frozen Waffles-Coffee

-Rice -Adult depends

-Crackers-Pasta Sauce

Email: yagut@edmontonfoodbank.com



ONLINE AMERICAN SIGN LANGUAGE CLASSES



Beginner:
Tuesdays 5:00 - 7:00 pm
Intermediate:
Wednesdays 5:00 - 7:00 pm

To Register Email: Integratedfamily@yahoo.com
Phone: 780-585-2254



May 5, 2021
Source: Samson Cree Nation Facebook page.

May 5th is Red Dress Day and the National Day of Awareness for Missing and Murdered Indigenous Women and Girls #MMIWG Today we mourn while raising awareness to the violence that is perpetrated against Indigenous women and girls #SamsonCree
Source: Womens Centre of Calgary:

The Final Report on the Inquiry into Missing and Murdered Indigenous Women and Girls was released in June 2019. There were 2836 individuals who participated in the truth gathering process and 231 calls to justice were recommended.

www.womenscentrecalgary.org

LEANN'S KITCHEN

BREAKFAST:

- Breakfast Sandwich: Ham, Bacon, or Sausage **\$5.00**
- Bacon OR Sausage w/ hashbrowns & toast **\$9.00**
- HUNGRYMAN: Ham, Bacon, Sausage w/hashbrowns & toast **\$11.00**

LUNCH:

ALL MEALS COME WITH FRIES & GRAVY (POUTINE EXTRA)

• Chicken Strips	\$12.00	
• Popcorn Chicken	\$10.00	
• Fish & Chips	\$10.00	
• Ribs	\$8.00	
• Cheeseburger	\$5.00	w/Bannock (\$1.00) \$6.00
• Dbl Cheeseburger	\$6.00	w/Bannock (\$1.00) \$7.00
• Fries w/Gravy	\$4.50	
• Onion Rings	\$5.00	
• Poutine	\$5.00	
• Soup & Bannock	\$8.00	
• Fruit Bowls	\$5.00	

Daily Specials
Weekly Menus

BEVERAGES:

Coffee	\$1.00
Tea	\$1.50
Pop	\$1.50
Water	\$1.50

CONTACT: (780) 585-3793 Ext #125 OR
TEXT orders to (780)361-7846

Maskwacis Maternal, Child & Family Wellbeing Research Group

Take Part in a Survey to Help Improve Family Wellbeing in Maskwacis

- Are you between the ages 16-45 years old?
- Do you identify as an Indigenous person?
- Do you live in the Maskwacis area?

If you answered YES to the above, the Maskwacis Maternal, Child & Family Wellbeing Research Group wants to hear from you.

We hope you will fill a short survey to learn about ways to support and promote the best possible healthy life for families and children in Maskwacis. You also have the option to participate in a 60-minute interview or talking circle with other community members in the future if you choose to. The information you provide will be used for two related research studies with Maskwacis.

You will receive a **\$25 gift card** for taking part in the survey. Also, if you take part in an interview or talking circle, you will receive another \$50 gift card.

To Participate, Contact:

Email: elders@ualberta.ca
Phone or text: 780-913-5341
Facebook Message: Maskwacis Elders Mentoring Program
Scan QR code:



Restoring the Healthy Family System in Indigenous Communities: A Collaborative Research Partnership in Alberta to Address the Gap in Indigenous Health Outcomes
Acimostakewin (sharing stories): Innovative Collaborations to Improve Health of Pregnant First Nations Women



ONLINE Mindfulness Beading for Kids

Monday, May 17, 2021

5:00-6:00pm

Open to Children ages 7 - 12yrs

Supplies Provided

Registers @:
Integratedfamily@yahoo.com or
call **780-585-2254** with your child's age, contact # and valid email address

Call for Advocates

Maskwacis Victim Services is looking for Advocates to work with "Victims of Crime and Tragedy" in Maskwacis. We are looking for men and women who are committed and motivated to make a difference in the lives of people. Advocates will do volunteer work with the local Victim Services unit. Training will be provided.

Criteria:

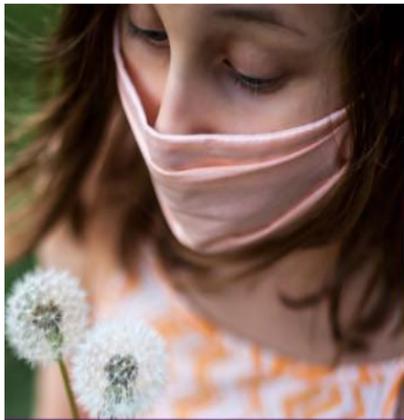
- Men and women 21 years of age and older
- Strong interpersonal skills
- Driver's license with a good driving record
- Must be able to pass a Criminal Records Check

How to apply:

Please pick up an application at our Victim Services office located at the Maskwacis RCMP Detachment.

For further information Call
780-585-4640 or 780-361-7494

"Be the Change you want the world to see" Gandhi



Samson Cree Nation

Reduced Hours due to Covid19 & Variants from May 10-May 28, 2021

Monday/Fridays → Office Closure
 Tuesday/Wednesday → Office Hours:
 Thursday → 10:00am - 3:00pm

To locate SCN Programs & Services call 780-585-3793 or see the contact list provided

Wear your masks, keep group small, no visiting, wash your hands often, essential travel only, and stay safe



'STOP THE SPIKE' NEW ALBERTA COVID-19 RESTRICTIONS:

Tuesday May 4, 2021 - 7:00pm

Effective Immediately:

- » Retail & Business Capacity slashed to 10%
- » Outdoor Social Gatherings down to 5 people only! Max 2 Household Cohorts!
- » Workplaces with COVID-19 outbreaks will be mandated to close for 10 days, with exemptions for critical workplaces.

Effective May 5:

- » Funerals 10 People Max.
- » Faith Services - 15 in person attendees
- » Post Secondary to shift to Online Learning!

Starting May 7 - May 25:

- » Kindergarten to Grade 12 will move to at-home online learning. Childcare Facilities can remain open.

Starting May 9 @ 11:59 p.m.

- » All in-person dining, including on patios, is prohibited.
- » Personal and wellness services, including hair salons, barbers, nail salons, estheticians, tattoos and piercing, must close.

****Fines for non-compliance of Public Health Orders will be \$2000

Verizon Southern Alberta Weather & Emergency Page

UK VARIANT

ISOLATION REQUIREMENTS

IT IS IMPORTANT THAT YOU UNDERSTAND THAT WE HAVE THE UK VARIANT HERE IN MASKWACIS AND WHAT IT MEANS WHEN YOU BECOME POSITIVE OR A CLOSE CONTACT.

BY LAW YOU MUST SELF-ISOLATE UNTIL 14 DAYS HAVE PASSED FROM YOUR COVID TEST EVEN IF YOU HAVE NO SYMPTOMS.

ANYONE WHO HAS BEEN IN CLOSE CONTACT WITH YOU MUST ALSO, **BY LAW** SELF-ISOLATE FOR AT LEAST 24 DAYS AND WATCH FOR SYMPTOMS. THIS IS NECESSARY

STAY HOME- DO NOT LEAVE UNDER ANY CIRCUMSTANCES, DO NOT GO TO WORK, SCHOOL, THE GROCERY STORE OR AND ANY OTHER SOCIAL GATHERINGS WHILE YOU ARE IN ISOLATION

AVOID CLOSE CONTACT WITH OTHERS IN YOUR HOUSEHOLD, ESPECIALLY SENIORS AND OTHERS WITH CHRONIC CONDITIONS OR COMPROMISED HEALTH IMMUNE SYSTEMS.



"Call for Board Members"

positions available

The Maskwacis Victim Services are looking for highly motivated people who are willing to volunteer in the role of board members in achieving the goals & objectives of the Maskwacis Victim Services Unit.

Roles & Responsibilities

- » Maskwacis Victim Services Board operates in accordance with the Alberta Solicitor General, the RCMP & Societies Act.
- » Understand the organizations mandate.
- » Attend monthly/quarterly/annual meetings.
- » Make decisions on certain matters for the betterment of Maskwacis Victim Services Unit.
- » Keep all board matters confidential.
- » To monitor the Maskwacis Victim Services Unit.
- » To oversee the financial budget of the Unit.

Qualifications

- » Open to all 4-Nations members, must be at least 21 years of age.
- » Appointment for Board is a three (3) year term.
- » Be knowledgeable of the Board's legal obligations and ensure they are upheld.
- » To assist in recruiting advocates.
- » Able to speak and understand Cree as an asset.
- » Must be able to devote personal time to review and amend policies.
- » Must maintain an objective and professional attitude when decision making.
- » Able to attend meetings which can be called by the Chairperson/Director of Maskwacis Victim Services Unit with as little as 48 hours notice.
- » Must be committed.
- » Must have own transportation.
- » Experience in proposal writing would be an asset

Please submit resume, 3 Letters of reference and Criminal Record Check to
 email: joyce.larocque@rcmp-grc.gc.ca
 Maskwacis Victim Services Unit (780) 585-4640
 no deadline for submission

COVID-19 Stats for Maskwacis as of May 12, 2021

Total Active	34
Active Variant	17
Total Recovered	2013
Recovered Variant	123
TOTAL CASES	2045
Hospitalized	1
Deceased	17

Get your COVID-19 vaccine here.

Call Roots and Berries Pharmacy @ 780-585-2379
 Located Inside Maskwacis Health Services (MHS)

Eligible: Every Albertan born in 2009 or earlier (12 year Age and older)

Vaccine Available: Pfizer Covid 19 Vaccine

*Must be eligible as per provincial guidelines.
 ® are registered trademarks of Corporation Groupe Pharmessor.

Remedy'sRx.

SAMSON- 2ND ANNUAL YOUTH LEARN HOW TO GARDEN 2021 INITIATIVE

OPEN TO YOUTH AGES 10 TO 17

REGISTER @ shawnacrierpotts@gmail.com

In partnership with S.Y.S.D. & COMMUNITY WELLNESS

OFF RESERVE REFERRALS

Utility Deferral - contact your utility provider for deferrals. Any deferrals you still have to pay at a later date.
 Mortgage Deferrals – contact your bank.
 Rent Deferrals – Contact your landlord.
 EI applications – go to website and apply www.canada.ca/en/services/benefits/ei.html

Edmonton

ALBERTA WORKS: If you receive Alberta Works, talk to your worker or call **780-644-5153** or **1-866-644-5135** Qualify every three years.
 Bissell Centre: West Community Bridget 10530-96st. One time only rent/utilities: need eviction notice and or cut off notice.
 Islamic Family and Social Services Association: **780-430-9220** ****Must try income support/Alberta Works first and must meet with Intake Worker. Call for eligibility.
 Calvary Community Church: 874 Millwoods Rd. **780-452-8444** *** Millwoods residents only; Must try income support and Alberta Works first.
 Society of Saint Vincent de Paul: **780-471-5577** or email inquiries@ssvpedmonton.ca Leave your name and number with a brief message.
 The Good Neighbor Fund: Application deadline is the last da of every month. Please fill out the application form to help the Board of Directors understand the circumstances. **780-486-9215**
 Emergency Relief Fund – Alberta.ca Applications being taken, closes April 1.
 Expo Centre is a temporary homeless shelter.

Wetaskiwin

Food:
 Salvation Army Food Bank – 780-352-2416
 Hope Mission – 780-352-9834
 Neighbors Outreach Wetaskiwin – soup kitchen – 780-352-8428

Calgary

For all resources in Calgary, there is a toll free number to address food, shelter, rent, utilities, etc. **1-866-331-3933**

Alberta Works clients – contact your case worker.

For more information for Alberta, look up Canada.ca or Government of Alberta websites.

You can also contact:

Edmonton Urban Referral – Tania Saddleback
780-780-399-9456
Community Wellness Referral – Claudette Yellowbird
780-335-9441

EMPLOYMENT OPPORTUNITIES

POSITION: Summer Student Trainee
DEPARTMENT: Samson Education and Youth Development Department

Job Summary:
 Under the direction of the Summer Student Coordinator the Trainee will be responsible for learning the overall coordination of the Summer Student Program.

- DUTIES & RESPONSIBILITIES:**
1. Trains to manage the office for the Summer Student Program.
 2. Trains to maintain the records and management system of the office of the Summer Student Program.
 3. Trains to maintain the books and files for the Summer Student Program.
 4. Assists in preparing electronically all necessary correspondence and documents including letters, memos, faxes, reports, memorandums, evaluations, work-plans and other correspondence within the Summer Student Program.
 5. Assists in preparing payroll for all employees and summer students, leave forms and liaising with the Personnel Department when necessary on behalf of the staff and summer students.
 6. Assists in preparing pay lists when required and picking up general ledgers at finance and distributing to appropriate departments.
 7. Helps arrange work placements (research) for all summer students.
 8. Helps contacts summer students for work placements.
 9. Performs any other training and duties as requested by the Summer Student Coordinator.

- QUALIFICATIONS:**
- Must be a post-secondary student.
 - Must have strong interpersonal and communication skills.
 - Must be friendly, reliable, mature, tolerant and non-judgmental.
 - Knowledgeable of Microsoft Office software
 - Knowledgeable of finance and accounting is a definite asset.
 - Maintain an excellent working relationship with co-workers.
 - Speak and understand Cree language an asset.
 - Must be able to handle stress, cope with pressure and be in good physical health.
 - Must be familiar with policies & procedures and confident in helping to make independent judgments for the effective operations of the Summer Student Program.
 - Willing to sign an Oath of Confidentiality Agreement.
 - Must have valid Driver's License.
 - Must submit a resume.
 - Submit a Criminal Records Check upon hiring.
 - Maybe Subject to Drug Test.

CLOSING DATE: May 21st, 2021 @ 3:00PM

To be considered for this position, you must submit all necessary documents. (Application, Cover page, Resume, Certification/Licenses, Criminal Record Check, Driver's License)

Samson Cree Nation
 Personnel Department
 Box 159
 Maskwacis, Alberta
 T0C 1N0
 Telephone (780) 585-3793
 Extension 179
 FAX (780) 585-2088
 Email personnel.179@gmail.com

EMPLOYMENT OPPORTUNITY

Position: Executive Assistant
Department: Nipisihkopahk Wellness and Social Development

Summary:
 Under the direction of the department Sr. Manager, the Executive Assistant is responsible for a variety of secretarial duties and skilled tasks, such as preparing report, conducting research, collecting data.

- Duties & Responsibilities:**
- Coordinate, manage, and maintain Sr. Manager's schedule
 - Must meet deadlines for Societies, under Society Act, such as filing, posting for AGM, etc.
 - answers telephone greets visitors, meet with clients and the public to provide general information
 - use word processing, spreadsheet, database or presentation software to prepare memos, letters, reports, financial statements and other documents
 - arrange and organize virtual and face to face meetings; contact attendees, prepare meeting agendas and related materials, and attend meetings to record and transcribe minutes as directed by Sr. Manager
 - analyze and distribute all incoming correspondence (including faxes and emails) and respond to routine inquiries
 - promote marketing on public of programs; prepare related materials as required by manager
 - format or draft correspondence such as letters, memorandums, reports, faxes, forms, and program calendars as directed by manager
 - order and maintain office supplies; operate office equipment such as computer scanning equipment and voice mail messaging systems; arrange servicing for repairs
 - develop and/or maintain a records management system (including classifying and coding electronic, as well as hardcopy files)
 - perform computer data entry; create and maintain electronic database for incoming and outgoing mail, email, f axes, accounts payable, contacts, calendars
 - perform bookkeeping duties such as accounts payable and receivable, prepare pay lists for invoices, prepare payroll forms, make bank deposits, reconcile accounts
 - secure and/or release client information as per federal and provincial privacy laws/policies
 - supervise, manage or train other staff members
 - perform other administrative or clerical duties as required by Sr. M anager

- Required Skills/Abilities:**
- Detail-oriented and professional.
 - Exceptional communication skills.
 - Extremely proficient with Microsoft Office Suite.
 - Basic understanding of office equipment.
 - Basic understanding of clerical procedures and systems such as recordkeeping and filing.
 - Ability to work independently and reliably.
 - Flexible and adaptable in various situations and when interacting with many different personalities.
 - Ability to organize and prioritize tasks including delegation of tasks when appropriate.
 - Knowledge of, or ability to quickly acquire, familiarity with the roles and function of the assigned department, and any specifically applicable laws or guidelines.
 - Ability to speak and understand Cree is a definite asset
 - Flexibility to work after hours when needed
 - Must have High school Diploma
 - Must have a Administrative Assistant Certification and minimum 2 years experience
 - Must have a Valid Class 5 Drivers License and own transportation
 - Must be willing to do drug testing

CLOSING DATE: MAY 21st, 2021 @ 3:00PM

To be considered for this position, you must submit all necessary documents. (Application, Cover page, Resume, Certification/Licenses, Criminal Record Check, Driver's License)

Samson Cree Nation Telephone (780) 585-3793
 Personnel Department Extension 179
 Box 159 FAX (780) 585-2088
 Maskwacis, Alberta Email: personnel.179@gmail.com
 T0C 1N0



PRE-TRADES ROOFER PROGRAM

THE PRE-TRADES ROOFER PROGRAM IS DESIGNED TO GIVE LEARNERS A BASIC INTRODUCTION TO THE ROOFING TRADE .

LENGTH OF PROGRAM: 120 HOURS OVER 4 WEEKS

Dates: June 21 - July 16, 2021
 Class Time: 9am - 4pm
 Location: NAIT Souch Campus
 Edmonton

APPLICATION DEADLINE: MAY 21, 2021

ELIGIBILITY REQUIREMENTS:

- Must be a Member of Samson Cree Nation or First Nation Member residing on Samson Cree Nation
- Must want to work in the Roofing trade
- Must possess a Class 5 driver's License

LEARNING OUTCOMES:

- Safety and communication
- Climbing, lifting, rigging, and hoisting
- Hazardous materials and fire protection
- Hand, shop, and power tools
- Roof deck materials & procedures
- Low & steep slope roofing
- Modified Bitumen
- BUR – Built up roofing
- Asphalt shingles
- Residential roof structures
- Basic math and blueprint reading

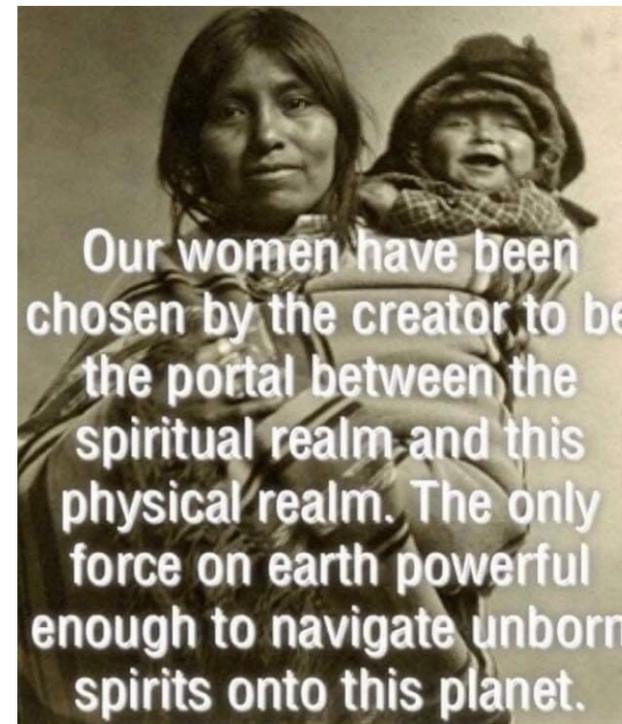
For more information, please contact Workforce Training and Development: **780.585.3305**



Source: Samson Cree Nation Facebook page May 7, 2021

Mothers Day Drive Through at the Samson Daycare.

The Samson Headstart wished all the Moms in Maskwacis a Happy Mother's Day. Samson Councilor Ryan Lightning (right) was present and Moms with children under 15 years of age got some gift bags and gift cards. Thank you to the Headstart department for doing such a great job for our Moms. Hai Hai !



Calling all young, Indigenous women and gender-diverse artists under the age of 29

You are invited to submit artwork for possible purchase that answers the question:

WHAT DOES RESILIENCY LOOK LIKE TO YOU?

Artwork could include:

- Canvas
- Paintings / drawings
- Baskets
- Sculpture
- Artisan furniture
- Other mediums of your choice

Submit your entry by May 25, 2021 by showing us your art on [tiktok @nwac_ca](https://www.tiktok.com/@nwac_ca) and by including a photo of your piece, the size, price and materials and send to: tiktokart@nwac.ca

Selection of those we purchase will be made by our NWAC committee and announced May 31, 2021. Selected pieces will be displayed at NWAC's new Social & Economic Innovation Centre.

Native Women's Association of Canada
 L'Association des femmes autochtones du Canada

Samson Communications Department @SamsonCreeNation 25

EMPLOYMENT OPPORTUNITIES

POSITION: Summer Student Trainee
DEPARTMENT: Samson Education and Youth Development Department

Job Summary:

Under the direction of the Summer Student Coordinator the Trainee will be responsible for learning the overall coordination of the Summer Student Program.

DUTIES & RESPONSIBILITIES:

1. Trains to manage the office for the Summer Student Program.
2. Trains to maintain the records and management system of the office of the Summer Student Program.
3. Trains to maintain the books and files for the Summer Student Program.
4. Assists in preparing electronically all necessary correspondence and documents including letters, memos, faxes, reports, memorandums, evaluations, work-plans and other correspondence within the Summer Student Program.
5. Assists in preparing payroll for all employees and summer students, leave forms and liaising with the Personnel Department when necessary on behalf of the staff and summer students.
6. Assists in preparing pay lists when required and picking up general ledgers at finance and distributing to appropriate departments.
7. Helps arrange work placements (research) for all summer students.
8. Helps contacts summer students for work placements.
9. Performs any other training and duties as requested by the Summer Student Coordinator.

QUALIFICATIONS:

- Must be a post-secondary student.
- Must have strong interpersonal and communication skills.
- Must be friendly, reliable, mature, tolerant and non-judgmental.
- Knowledgeable of Microsoft Office software
- Knowledgeable of finance and accounting is a definite asset.
- Maintain an excellent working relationship with co-workers.
- Speak and understand Cree language an asset.
- Must be able to handle stress, cope with pressure and be in good physical health.
- Must be familiar with policies & procedures and confident in helping to make independent judgments for the effective operations of the Summer Student Program.
- 3. Trains to maintain the books and files for the Summer Student Program.
- 4. Assists in preparing electronically all necessary correspondence and documents including letters, memos, faxes, reports, memorandums, evaluations, work-plans and other correspondence within the Summer Student Program.
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- Willing to sign an Oath of Confidentiality Agreement.
- Must have valid Driver's License.
- Must submit a resume.
- Submit a Criminal Records Check upon hiring.
- Maybe Subject to Drug Test.

CLOSING DATE: May 21st, 2021 @ 3:00PM

To be considered for this position, you must submit all necessary documents. (Application, Cover page, Resume, Certification/Licenses, Criminal Record Check, Driver's License)

Samson Cree Nation
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 Personnel Department
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 Box 159 FAX (780) 585-2088
 Maskwacis, Alberta Email
personnel.179@gmail.com
 T0C 1N0

EMPLOYMENT OPPORTUNITY

POSITION: ADMINISTRATIVE OFFICE ASSISTANT
DEPARTMENT: ADMINISTRATION

Summary:

The Administration Office Assistant provides high-level clerical support to an executive, director, or department head-level employee, performing a variety of secretarial duties and skilled tasks that may include preparing reports, conducting research, and collecting data.

Duties/Responsibilities:

- Provides high-level administrative support to Band Administrator and Assistant Band Administrator
- Collects requested data and information from various sources including email and other correspondence, meeting minutes and records, and other documents; prepares summaries of findings and/or other related written correspondence as requested.
- May conduct research (within skills and expertise) to assist with projects or inquiries.
- Coordinates and schedules travel, meetings, and appointments.
- Prepares agendas and schedules for meetings, conferences, and other assigned events; takes and distributes minutes or other notes as requested.
- Responds to and resolves administrative inquiries and questions.
- Welcomes and directs visitors and clients.
- Answers and transfers phone calls, screening when necessary.
- Performs other general clerical and secretarial duties as requested, which may include recordkeeping, managing petty cash, maintaining office supplies and coordinating equipment maintenance, and handling packages and correspondence.
- Extensive experience in recording meetings and knowledge of minutes and motions processes
- Knowledge of *Robert's Rules of Order*
- Knowledge of financial processes i.e. Payment of invoices, electronic payment processes
- Knowledge of database management i.e. scanning and filing documents electronically
- Performs other related duties as assigned.

Required Skills/Abilities:

- Detail-oriented and professional.
- Exceptional communication skills.
- Extremely proficient with Microsoft Office Suite.
- Basic understanding of office equipment.
- Basic understanding of clerical procedures and systems such as recordkeeping and filing.
- Ability to work independently and reliably.
- Flexible and adaptable in various situations and when interacting with many different personalities.
- Ability to organize and prioritize tasks including delegation of tasks when appropriate.

- which may include recordkeeping, managing petty cash, maintaining office supplies and coordinating equipment maintenance, and handling packages and correspondence.
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- Ability to work independently and reliably.
- Flexible and adaptable in various situations and when interacting with many different personalities.
- Ability to organize and prioritize tasks including delegation of tasks when appropriate.
- Knowledge of, or ability to quickly acquire, familiarity with the roles and function of the assigned department, and any specifically applicable laws or guidelines.
- Ability to speak and understand Cree is a definite asset
- Flexibility to work after hours when needed

Education and Experience:

- ✓ Certified Administrative Assistant or equivalent experience
- ✓ High School Diploma
- ✓ Computer Science/technology knowledge
- ✓ Virtual Meeting Scheduling, moderating and setting up meetings
- ✓ Coordinating conferences and workshops
- ✓ Assisting in Governance Office Requirements

Salary: Negotiable

CLOSING DATE: MAY 21ST, 2021 @3:00PM

ALL APPLICANTS WILL BE SCREENED
 To be considered for this position, you must submit all necessary documents. (Application, Cover page, Resume, Certification/Licenses, Criminal Record Check, Driver's License)

For applications and further information, please contact:

Samson Cree Nation Telephone (780) 585-3793
 Personnel Department Extension 179
 Box 159 FAX (780) 585-2088
 Maskwacis, Alberta Email
personnel.179@gmail.com
 T0C 1N0

May 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Youth Wellness Saturday. Highway Clean Up. 585-3771
2	3	4	5 Kisewatisiwin Support Group. 5-7 PM.	6	7 Community Clean Up. Daycare Drive Thru 11AM.	8
9 Mother's Day HBMC 330PM.	10	11	12	13	14 Newsletter	15
16	17 IFS Online Beading Kids 5-6 PM. 585-2254 Kids 7-12 yrs.	18	19	20	21	22
23	24 Victoria Day	25	26	27	28 Newsletter	29
30	31					

June 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11 Newsletter.	12
13	14	15	16 Kisewatisiwin Support Group. 5-7 PM.	17	18 Golf Tournament 585-3771	19
20 Solstice	21 National Indigenous Peoples Day.	22	23	24	25 Newsletter.	26
27	28	29	30			

THANK YOU FOR YOUR SERVICE



► **Jim O Cultural Centre News:**
 Samson Band Members \$150 Non Refundable.
 Non Samson Band Members \$150 Non Refundable.
 \$50 Damage Deposit.
 Centre must be cleaned after use, kitchen cleaned up, floors swept, chairs put away.
 Call 780-585-3793 ext. 159. No Double Booking. No Smoking. No Public Phone.

SAMSON GAS CO-OP

Please Call (780)585-3547

Know what's below, call before you DIG!

- ❖ Building a deck
- ❖ Fence Post
- ❖ Major Gardening/Planting
- ❖ Removal Of Trees
- ❖ Contractors
- ❖ Any other Digging
- ❖ Require a minimum of 2 full working days' notice



Alberta One Call

1-800-242-3447

www.albertaonecall.com

DRUG SAFE

CALL BEFORE YOU DIG!

► **Samson Trades:** High volume of calls due to not changing furnace filters, please do not pour grease down the drains, the Housing department has moved into the Trades Center.



SAMSON GAS UTILITIES

780-585-3547

**CARBON MONOXIDE
 GAS LEAKS & REPAIRS
 LINE LOCATING**



To see the back issues of the Acimowin.
www.issuu.com/samsoncreenation

Jan 23, 2019