

Nishnawbe-Aski Legal Services Corporation

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March 21, 2024

Sophia Lazarus
P.O Box 256, 10 Muskeg Rd
Kashechewan, Ontario
P0L 1S0

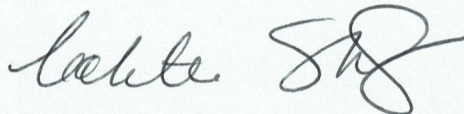
Dear Sophia,

This letter will serve as notice that your current job duties will change. Effective March 25, 2024, you will no longer be required to perform the duties of a **Community Justice Navigator** in the community of Kashechewan and will continue your duties as a Restorative Justice Worker only.

With the above, your salary will be adjusted from **\$68,000** back to **\$50,000**, as per the attached letter. If you have any questions, please contact your manager or human resources.

Sophia, we thank you for your assistance with the Starlink program.

Sincerely,



Colette Shwetz
Director of Human Resources

Cc: Finance

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February 9, 2023

Private & Confidential

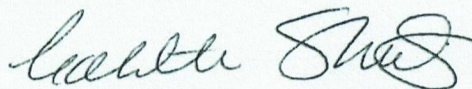
Dear Sophia:

We are very pleased to offer you a temporary salary increase of **\$18,000**. Your new annual salary will be **\$68,000**. This temporary increase will be effective February 20, 2023, and is based on approved funding for the Community Justice Navigator position. This above increase will be scheduled for review on June 30, 2023

This temporary increase is based on you performing the additional duties of the **Community Justice Navigator** and will remain in effect as long as you perform the additional duties outlined in the attached job description. Should you stop performing these duties, your annual salary will be decreased by the **\$18,000** effective the date the duties stop.

Sophia, we look forward to working with you and to your future successes performing the additional duties of the Community Justice Navigator.

Sincerely,



Colette Shwetz
HR Manager

Nishnawbe-Aski Legal Services Corporation

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Email: cshwetz@nanlegal.on.ca

Cc: Finance Department

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