Nishnawbe-Aski Legal Services Corporation

ΔοδοΛ συδ UCΓ9· V - Δοδο δυδιαγού ΓιςΓ9· V - Σος ΓιςΓ9· V - Σος

January 5, 2015

Personal & Confidential



Heather Napash 109 Kensington Drive Thunder Bay, ON P7C 2A4

Dear Heather,

Mailing Address:

86 S. Cumberland Street Thunder Bay, Ontario P7B 2V3

Tel: (807) 622-1413 Fax: (807) 622-3024

E-mail info@nanlegal.on.ca

Website www.nanlegal.on.ca



Head Office:

150 City Road Fort William First Nation Thunder Bay, Ontario P7J 1J7

RE: OFFER OF EMPLOYMENT

Congratulations! We are pleased to offer you term position as a Talking Together Facilitator for the Thunder Bay area at Nishnawbe-Aski Legal Services Corporation.

Upon your acceptance of this offer, you will commence your position on Monday, January 5, 2015 at 9:00 a.m. at a salary of \$ 20.87 per hour. This is a temporary position to cover the sick leave of Douglas Magiskan that will end on March 31, 2015.

Please note, for "Status Indians" this income is currently tax exempt. Your office space is located at 150 City Road, Thunder Bay, Ontario and your hours are between 9:00 a.m. and 5:00 p.m. each day.

Carol Kakegabon will be your direct supervisor and you will be accountable to Celina Reitberger Executive Director for your overall performance. We will set up your payroll information therefore, please bring your banking information, social insurance number, copy of your status card (if applicable) and a contact number to our HR Clerk on your first day.

The overall conditions of your employment are governed by the Policies of NALSC, as they are amended from time to time, as well as any applicable governing legislation. Please be advised that this offer of employment is conditional based on our receipt of a recent Criminal Records Check.

We look forward to working with you and welcome you to the Talking Together Department!

| Sincerely, Nishnawbe-Aski Legal Services Corporation |
|---|
| Carol Kakegabon Talking Together Manager |
| *Please confirm your acceptance of employment by providing your signature below. Thank you. |
| ACCEPTANCE OF OFFER |
| I, Heather Napash hereby accept this Offer of Employment. |
| Dated at Thunder Bay this 3 day of January 2015. |
| Hunaposh Signature |
| DIFICULUIC |

cc: Personnel File

Marlene Sabourin, Finance

Heather





NISHNAWBE-ASKI LEGAL SERVICES CORPORATION OATH OF CONFIDENTIALITY

As an employee at Nishnawbe-Aski Legal Services Corporation ("NALSC") you are privy to confidential material. Confidentiality of client and NALSC information is essential. Employees at NALSC shall not disclose to any member of the public any confidential information obtained by the employee in the course of his/her contract with NALSC.

All NALSC files are to be treated as confidential material and may not be disclosed except in accordance with the provisions of NALSC's policies and Service Agreements. No one is to read files except in so far as the contract requires it. Files are not to be discussed among fellow trainees and/or employees of NALSC except for NALSC related business.

Confidentiality also applies to information about financial and personnel matters or any other confidential information that is attained during contract. We are entrusted with the confidential records of clients and of personnel throughout the Corporation. It is expected that you will comply with NALSC's Oath of Confidentiality Agreement.

EMPLOYEE STATEMENT OF NON-DISCLOSURE

I have read and understand this statement. I agree to abide by NALSC's Oath of Confidentiality Agreement as a condition of my contract at Nishnawbe-Aski Legal Services Corporation. Unauthorized disclosure of any confidential material may result in my immediate discharge from my contract.

I acknowledge that I am bound by the terms of this agreement and further, that these confidentiality requirements continue after my employment with NALSC has ceased.

Hongosh
SIGNATURE

DATE

Leather Naposh
PRINT FULL NAME

SIGNATURE OF WITNESS

DATE

DATE

PRINT FULL NAME OF WITNESS

SCANNED