

**Saskatchewan First Nations Family and Community Institute (SFNFCI)
Staff Directory and Contact Information**

SFNFCI Staff Directory May 2023

Effective April 1, 2022

The SFNFCI “Programs Department” has been restructured into 2 different departments – Research & Curriculum Department and Learning Operations Department. *Please note the staff title changes and responsibilities below.

SFNFCI now has three (3) departments as listed below:

Administration (finance, human resources, information technology, OH&S)

Research & Curriculum (research, standards, policy, curriculum development & evaluation)

Learning Operations (scheduling of meetings, scheduling and registration supports for delivery of training and support services)

Administrative Department

(Finance, Human Resources, Information technology, OH&S)



Tischa Mason
Executive Director

- SFNFCI general operations
- Membership meetings, support & inquiries
- Regional Tripartite Table meetings
- Funding & Reporting
- Business Growth & Development
- SFNFCI Board Strategic Plan and Growth

Office: 306-373-2874 ext.222







Patricia Gardypie
Director of
Administration





- Human Resources
- Finance
- Information Technology
- Occupational Health & Safety Management Rep
- First Nations CFS Human Resources Working Group
- First Nations CFS Finance Working Group
- OH&S Committee

Office: 306-373-2874


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	<p>Kendra Gardipy Administrative Assistant</p>	<ul style="list-style-type: none"> • General office procedures • Assist with the delivery of SFNFCI invoices via email, fax, or direct mailing • Assist with training, workshops, and conferences as required • Supporting Board of Directors and program staff • Assist with accounts receivable and invoicing as necessary • Other duties as required for the efficient operation of SFNFCI 	<p>Office: 306-373-2874 ext.221</p>
	<p>Leslie Lalonde Human Resources Consultant</p>	<ul style="list-style-type: none"> • Human Resource Specialist • Special Projects • Compensation • Classification 	<p>Office: 306-373-2874</p>
	<p>Osemis Isbister-Bear Human Resources Consultant</p>	<ul style="list-style-type: none"> • Human Resource Specialist • Hiring and Retention • Onboarding • Benefits • Exiting 	<p>Office: 306-373-2874</p>
	<p>Michaela Aistine Finance Manager</p>	<ul style="list-style-type: none"> • Day-to-day finance operations • Accounts Payables • Accounts Receivables • Payroll, Audits • Month/year end reporting 	<p>Office: 306-373-2874</p>



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	<p>Chase Woods Finance Coordinator</p>	<ul style="list-style-type: none"> • Accounts Receivables • Assist with Finance • Day-to-day finance operations • Technical Assistance 	<p>Office: 306-373-2874</p>
	<p>Jocelyn Sugar Finance Coordinator</p>	<ul style="list-style-type: none"> • Accounts Payables • Assist with Finance • Day-to-day finance operations • Technical Assistance 	<p>Office: 306-373-2874</p>
	<p>Tamara Cameron Finance Administrative Assistant</p>	<ul style="list-style-type: none"> • Data Entry • Office Admin Duties • Bookings • Office Supplies 	<p>Office: 306-373-2874</p>
	<p>Ijeme Urhoghide IT Coordinator</p>	<ul style="list-style-type: none"> • Implementation of M365 • Implementation of LMS • SFNFCI desk help 	<p>Office: 306-373-2874</p>





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	<p>Satarrah Firtana Administration Summer Student</p>		<p>Office: 306-373-2874</p>
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**Learning Operations Department
(Scheduling of meetings, scheduling and registration supports for delivery of training and support services)**

	<p>Jason Chickosis Director of Learning Operations</p>	<ul style="list-style-type: none"> • Supervising Program Services • Program development, standards and policy • Learning Operations Delivery Budgets • SDM (Structural Decision Making) 	<p>Office: 306-373-2874</p>
	<p>Rachel Andal SDM Consultant</p>	<ul style="list-style-type: none"> • SDM (Structural Decision Making) • IPS (Integrated Practice Strategies) • Evident Change or (CRC) Children Research Centre • MI (Motivational Interviewing) • SDM Protection Supervisors working Group, Impactful Conversations • Provides training/workshops and onsite one-to one support/mentorship coaching/ case consultations for the First Nation CFS agencies. 	<p>Office: 306-373-2874</p>


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	<p>Ashley Hricz SDM Consultant</p> <p>On leave till June 2023</p>	<ul style="list-style-type: none"> • SDM (Structural Decision Making) • IPS (Integrated Practice Strategies) • Works closely with Evident Change or (CRC) Children Research Centre • SDM Protection Supervisors working Group • Provides training/workshops and onsite one-to one support/mentorship coaching/ case consultations for the First Nation CFS agencies. 	<p>Office:306-373-2874</p>
	<p>Kayla Rosteski-Merasty Learning Operations Consultant</p>	<ul style="list-style-type: none"> • Income Assistance – On-Reserve Income Assistance program and service support for IA workers • Caregivers – Caregivers within First Nations Child and Family Services program and service support • OH&S Committee 	<p>Office: 306-373-2874</p>
	<p>Misty Kay Learning Operations Coordinator</p>	<p>Coordinates all meetings, trainings, special events and communication related to or regarding the:</p> <ul style="list-style-type: none"> • Income Assistance • Caregivers • SDM 	<p>Office: 306-373-2874</p>
	<p>Juanita Wolfe Learning Operations Consultant</p>	<ul style="list-style-type: none"> • Group Home program and services support • First Nations Shelters program and services support • First Nations Child and Family Services Board of Director Training 	<p>Office: 306-373-2874</p>



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	<p>Carrie Shingoose Learning Operations Coordinator</p>	<p>Coordinates meetings, trainings, special events and communication related to or regarding the:</p> <ul style="list-style-type: none"> • Group Homes • Women’s Shelters • First Nations Child and Family Services Board of Director Training 	<p>Office: 306-373-2874</p>
	<p>Ashley Mazurkewich Learning Operations Consultant</p>	<ul style="list-style-type: none"> • Prevention program and services • Youth Transition resources and services 	<p>Office: 306-373-2874</p>
	<p>Loretta Robillard Learning Operations Coordinator</p>	<p>Coordinates meetings, trainings, special events and communication related to or regarding the:</p> <ul style="list-style-type: none"> • Prevention • Youth Transition 	<p>Office: 306-373-2874</p>
	<p>Dave Bird Learning Operations Consultant</p> <p>On Extended Leave</p>		<p>Office: 306-373-2874</p>





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	<p>Lysette Neckoway Learning Operations Summer Student</p>		<p>Office: 306-373-2874</p>
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**Research & Curriculum Department
(Research, standards, policy, curriculum development & evaluation)**

	<p>Kim Fraser-Saddleback Director of Research & Curriculum</p>	<ul style="list-style-type: none"> • Supervising Research & Curriculum • Program development, standards, policy • Curriculum Development • Disabilities 	<p>Office: 306-373-2874</p>
	<p>Scott Stephens Curriculum Developer</p>	<ul style="list-style-type: none"> • Manages all aspects of curriculum development • Collaboratively designs and develops curriculum content, training materials, training modules, teaching aids • Development, editing, quality control, and production of curricula 	<p>Office: 306-373-2874 ext.229</p>

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	<p>Vijay Nair Curriculum Developer</p>	<ul style="list-style-type: none"> • Collaboratively designs and develops curriculum content, training materials, training modules, teaching aids 	<p>Office: 306-373-2874</p>
	<p>Maxine Robertson Research Analyst</p>	<ul style="list-style-type: none"> • Assist in the development of research. • Work in partnership to plan projects. • Conduct both quantitative and qualitative data analysis. • Regular review of SFNFCI developed standards, policies and training that are used to provide service standards for key stakeholders. • OH&S Committee 	<p>Office: 306-373-2874</p>
	<p>Marisa MacGregor Junior Researcher</p>	<ul style="list-style-type: none"> • Research Policy and procedures and standards • Special Research Projects 	<p>Office: 306-373-2874</p>
	<p>Caitlin Gamble Research & Curriculum Summer Student</p>		<p>Office: 306-373-2874</p>

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