



# Anishinaabe Child & Family Services

Head Office

Fairford, Manitoba R0C 0X0

Tel: (204) 659-4546 Fax: (204) 659-5877



Outreach Office 56-1313 Border Winnipeg, MB R3H 0X4 Tel: 942-0788 Fax: 957-1734	Lake MB FN Box 1248 Lake MB FN MB, R0C 3K0 Tel: 768-2317 Fax: 768-9007	Ashern PO Box 451 Ashern, MB R0C 0E0 Tel: 768-2852 Fax: 768-2630	Pinaymootang First Nation Fairford, MB R0C 0X0 Tel: 659-5707 Fax: 659-5877	Little Saskatchewan First Nation St. Martin, MB R0C 2T0 Tel: 659-4403 Fax: 659-5391	Lake St. Martin First Nation Gypsumville, MB R0C 1J0 Tel: 659-5855 Fax: 659-5724	Dauphin River First Nation Gypsumville, MB R0C 1J0 Tel: 659-5810 Fax: 659-5816
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## EMPLOYMENT OPPORTUNITY

### ALTERNATIVE CARE PROGRAM MANAGER (1 YEAR TERM POSITION)

#### OUTREACH OFFICE-WINNIPEG

Anishinaabe Child & Family Services is seeking an **Alternative Care Program Manager** on a **one year term position** to work out of the Outreach Office at Unit 56 – 1313 Border Street, Winnipeg, Manitoba.

#### GENERAL RESPONSIBILITIES:

The Alternative Care Program Manager is responsible for the development and supervision of the Foster Care Unit and Support Program within the Agency. The Alternative Care Program Manager provides direct supervision, guidance and support to the Agency’s Foster Care Workers, Support Program Liaison Worker, Family Support Workers and Foster Care Admin.

#### SPECIFIC DUTIES:

- Ensures that the Agency is adhering to all Provincial Foster Care Regulations and Standards.
- Assists in the recruitment and retention of new foster parent applicants, including specialized placements, customary kinship homes, emergency placements and places of safety.
- Review of all foster home studies, annual reviews, variance of licenses.
- Ensures that all of the foster homes managed and licensed, including Places of Safety are created and updated regularly on the Child & Family Services Information System (CFSIS).
- Records and submits statistics to the Agency and Southern First Nations Network of Care as requested.
- Provides on-going support and consultation to agency staff and foster parents as required.
- Assists in conflict resolution between agency staff and foster parents as requested.
- Networks with other agencies and organizations as required.
- Is a member of the Agency’s Special Needs Committee that meets on a monthly basis.
- Monitors the Agency’s Support Worker Program.

#### QUALIFICATIONS:

- Bachelor of Social Work (BSW) Degree and 5 years experience in Child Welfare.
- Child Welfare case management experience.
- Foster Care work experience.
- Demonstrated experience in organizational leadership, service delivery and implementation of service programs.
- Excellent time management and organizational skills.
- Clear Criminal Record and Child Abuse Registry Check.
- Ability to meet deadlines.
- Ability to work both individually and within a team environment.
- Must hold Valid Driver’s License and have access to a reliable vehicle.
- Fluent in Ojibway will be an asset.

**DEADLINE FOR RESUMES: WEDNESDAY, APRIL 10, 2019 @ 12:00 P.M.**

**PLEASE SUBMIT RESUME WITH THREE (3) REFERENCE LETTERS TO:**

**Henrietta Pratt, Human Resources Manager**

Anishinaabe Child & Family Services

Unit 56 -1313 Border Street

Winnipeg, Manitoba R3H 0X4

204-957-1734 (fax)

[Henrietta.Pratt@anishcfs.org](mailto:Henrietta.Pratt@anishcfs.org)

We thank you for your interest in applying; however only those who have been selected for an interview will be contacted.