

Animikii Ozoson Child & Family Services, Inc.

An Agency under the Southern First Nation Network of Care

Child & Family Services- Director of Services Employment Opportunity

Animikii Ozoson Child and Family Services is a First Nations CFS Agency in Winnipeg, primarily responsible for children and families in Winnipeg primarily who have ties with First Nation communities in Ontario. Animikii strives to recruit inspired, accountable, and motivated individuals to join our diverse talented team of professionals. If you are an individual that is looking to commit and be a part of our progressive environment, we want you to be a part of our team!

Nature of the position:

Reporting to the Executive Director and is a member of the agency senior management team, the DoS provides leadership, management and is accountable for the provision of a comprehensive continuum of mandated and non-mandated statutory services ensuring day to day operations are in compliance with legislation, standards and regulations as set within the Child and Family Services Act, Authorities Act and other applicable legislation related to the delivery of services for the children and families we serve.

General Duties:

- The primary focus of the Director of Services (DoS) is to ensure each unit is providing services to children and families in accordance with Provincial and Federal legislation and standards and in accordance with the philosophy and policies of the Agency. In addition, ensure that all programs and services reflect the traditions, values, customs, and standards of Animikii Ozoson Child & Family Services.
- Assist the Executive Director with duties and provide regular and needed briefings.
- The DoS, in conjunction with the Unit's Direct Service Supervisors, will be responsible for managing all the programs in the area of services to children and families for the Agency
- The DoS will ensure effective functioning and planning of all Agency programs
- This position is responsible for supervising all Unit Supervisors within the Agency.
- Planning, assigning, and directing work, completing performance appraisals, and addressing staffing issues.
- Interpretation of all relevant legislation which is transpired into appropriate service delivery.
- Assist with interviewing, hiring, and training employees.
- Excellent conciliatory and collaborative agency and community relations with all stakeholders.

Key Job Duties (but not limited to):

- Ensures all services provided are following with Provincial and federal standards, regulations and the Child and Family Services Act of Manitoba and federal legislation accordingly and reflect the values and custom of Animikii Ozoson CFS.

- Reviews all incoming case transfers (Section.28, .42 and .49's & ADP's) from the sending agencies to ensure the documentation is appropriate, accurate and complete.
- Assigns case(s) to appropriate Direct Service Supervisor for distribution to Direct Service Workers
- Provides guidance and direction on all cases as requested by Direct Service Supervisors and/or Direct Service Workers
- Meets with Direct Service Supervisors on a regular basis to ensure managing of staff and case loads are in conjunction and compliance with Agency policies and procedures, as well as Provincial legislation and standards
- Assists all supervisors with resolving program and/or staff conflicts/issues. Ensures the supervisor has developed a suitable plan with the staff that has addressed the conflicts/issues
- Where transfer of a case to another Agency is appropriate, ensures case transfer protocol and that transfer summaries are completed with all appropriate signatures
- In conjunction with other Agency management and staff, participates in developing action plans that promote community awareness, intervention and prevention programs that target community needs and specific needs of the specialized unit
- Collaborates with other agencies in service areas and delivers education/awareness workshops for Community partners as required
- Assists in the Agency's growth by identifying areas in need of strengthening and offers innovative plans to address area of need
- Represents AOCFS at Community meetings and other functions as required and requested.
- Works cooperatively with the Executive Director, able to take direction, adapt to change and request assistance when required
- Works well with co-workers, is supportive and cooperative and able to resolve conflicts with other staff appropriately
- Contributes to team effectiveness by participating in team building activities, providing support and assistance to team members when required
- Performs other duties assigned by the Executive Director

Qualifications:

- MSW preferred or completed BSW with a minimum of 5 (five) years direct CFS supervisory experience. Equivalent combination of education and professional experience may be considered
- Extensive case management experience in child welfare at both the front line and supervisory level, preferably with a First Nations agency
- The ability to effectively present information to top management, public groups and/or Board of Directors
- Demonstrated ability in implementation of service programs and delivery
- Strong analytical assessment, problem solving and treatment planning skills
- Ability to demonstrate strong team leadership qualities
- Knowledge of the Provincial CFS Data Base system and the ability to navigate within
- Strong statistical and analytical skills with the ability to do yearly audits
- Excellent writing and presentation skills
- Knowledge of First Nations culture and Community receiving service from the Agency

- The ability to speak and/or understand the Ojibway/Cree language is considered a definite asset

Qualified candidates will be required to undergo a criminal record check, child abuse registry check, and a prior contact check as conditions of employment. Preference will be given to qualified Indigenous candidates, please self-identify as being of Indigenous descent. We thank you for your interest. However, only those selected for an interview will be contacted to complete a supplementary questionnaire and schedule a time for an interview by the selection committee.

Position posted until filled.

Competition # 2020 - 013

Resumes can be sent to: Darrell Cook, Human Resources Manager

Email: darrell.Cook@animikiicfs.org