



CAREER OPPORTUNITY

POSITION:	DIRECTOR OF SERVICES
COMPETITION:	17-11
LOCATION:	Timmins, ON
STATUS:	Full Time - 35 hours per week
CLOSING DATE:	Open until filled

JOB SUMMARY: Reporting to the Executive Director and as a member of the senior management team, the Director of Services is accountable for providing strategic and operational leadership on all aspects of Child and Family Services (protection and prevention services) at the Agency.

REQUIRED QUALIFICATIONS:

- MSW/BSW or a combination of work experience and education will be considered ; Five (5) years’ experience at the senior management level within a social service context;
- Demonstrate excellent management and administrative skills;
- Demonstrate excellent analytical skills in order to evaluate program needs and results;
- Demonstrate the ability to organize and prioritize a variety of competing and urgent demands;
- Comprehensive knowledge of the *Child and Family Services Act* with an emphasis on Part X;
- Knowledge of and experience with word processors and/or database systems;
- Ability to work independently and a willingness to work flexible hours;
- Willingness to travel and have access to a reliable vehicle; Must possess a class “G” driver’s license;
- Ability to speak a Native language will be considered a major asset.

KEY RESPONSIBILITIES:

- Oversees the delivery of Child Welfare and Prevention services, including Emergency After Hours Services, to all Aboriginal children and families within Kunuwanimano’s jurisdictional territory
- Provides direction, support and supervision to a team of Managers and Supervisors and ensures achievement of service objectives and goals;
- Contributes to maintaining effective partnerships with First Nations Councils, elders, committees, and applicable agencies;
- Assists in the development and implementation of community surveys and needs assessments and reports to the Executive Director and the Board on the findings and recommendations;
- Attends all Board meetings, including Service Committee meetings, and has primary responsibility for regularly reporting on service issues, with support from Managers as required;
- Establishes effective partnerships with government, health, other social service agencies and schools in support of enhanced collaboration aimed at the development of new protocols, programs and services;
- Ensures adherence to the standards set out in Kunuwanimano policies, protocols and procedures as well as the Child and Family Services Act, Ministry policies, standards, directives and guidelines, the Child Protection Standards; Ontario Kinship Service Standards; and any other policies, standards, directives and guidelines as required;
- Provides leadership during all stages of internal and external auditing processes, including the Crown Ward Review, Foster Care Licensing, Child Death Review, Serious Occurrence Follow-up and Roll-Up processes, annual Service Complaint review, and any other service audit/review as directed by the Executive Director ;
- Collaborates with relevant communities to explore options and alternative strategies to address complex issues affecting First Nations children and families; Develops linkages within the broader Aboriginal context, including on and off-reserve communities, and their service representatives;
- Oversees the day-to-day management of all child protection and prevention services, and ensures compliance with all legislative requirements;
- Demonstrate the ability to develop and successfully implement new programs and or services and to negotiate protocols and service agreements;
- Responds to issues and complaints, in accordance with the procedures and protocols detailed in the Complaint Review Process, Serious Occurrences and Service Reviews;
- Participates in the ongoing evaluation and review of programs and services, to ensure, the provision of culturally appropriate and relevant services to First Nations children, families and caregivers;

We offer a competitive benefits and compensation package and opportunities for professional development.

Please refer to our website: www.kunuwanimano.com for posting details. A detailed job description is available upon request. Please quote the Competition No. in your cover letter and resume, and submit by email to HR@kunuwanimano.com

Please note that preference will be given to qualified First Nations and Aboriginal applicants. **Please self-identify.** We welcome and encourage applications from people with disabilities. Accommodation is available on request from candidates taking part in all aspects of the selection process.

Only those considered for an interview will be contacted.