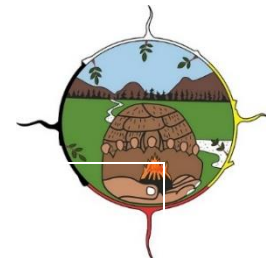


NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES EMPLOYMENT OPPORTUNITY



NOGDAWINDAMIN Family and Community Services, a designated Aboriginal Child Welfare Agency under the Child and Family Services Act serving member First Nations situated between Sault Ste. Marie and Sudbury is seeking to hire a permanent full-time:

ALTERNATIVE CARE RECRUITER – SATELLITE OFFICE - SUDBURY

Salary Range: \$54,223.00

Overview of Responsibilities

Reporting to the Team Supervisor – Alternative Care, the Alternative Care Recruiter is responsible for actively recruiting Anishnawbek alternative care families by developing and implementing a structured and defined recruitment and retention plan that is culturally appropriate and meets Ministry Regulations for children who are in need of a safe and secure home environment. The Alternative Care Recruiter will be responsible to complete home assessment studies for potential Alternative Care Providers and provide training to the approved Alternative Care Providers. The position will be required to provide case coverage within the Team when required and monitor and support alternative care families. The Alternative Care Recruiter is required to provide coverage after hours and participate on a rotating on-call schedule. The Alternative Care Recruiter functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Nogdawindamin Family and Community Services and contributes to the accomplishment of the strategic priorities.

QUALIFICATIONS

Education and Experience Requirements

- Preferred university degree in Human or Social Services;
- A college diploma in the Human Services field is required;
- Two years' experience providing direct service to children and families is required;
- Experience conducting assessments and providing orientation and training to families;
- Experience in marketing and public relations would be assets;
- Equivalent combination of skills and experience working in the social service field may be considered;

Knowledge Requirements

- Knowledge of Ministry standards related to alternative care;
- Knowledge of Nogdawindamin Family and Community Services

Special Skills & Abilities

- Excellent organizational and time management skills; Excellent interpersonal and communications skills;
- Excellent computer skills with Microsoft Office software; Excellent facilitation and presentation skills;
- Excellent conflict resolution skills;
- Excellent customer service skills;
- Ability to work effectively with limited supervision and under stress of deadlines;
- Ability to be accountable;
- Ability to work independently, and/or lead a team and work collaboratively as a member of a team;
- Ability to work flexible hours, be on-call and work unplanned overtime;
- Ability to travel as required;
- Ability to consistently display a positive and helpful attitude;
- Ability to accept changes in work practices and technology;
- Required, of critical importance, is a sensitivity, respect and knowledge of the Anishnawbek culture, in keeping with the Anishnawbek values, present and display a conduct that represents the teaching of the seven Grandfathers; Ability to understand and speak Ojibway is an asset

Other Requirements

- Must provide a clear Police Records Check with Vulnerable Sector Check
- Must have a Class 'G' Ontario Driver's Licence, access to a vehicle and the ability to travel
- Must have \$1M automobile insurance coverage
- Must be able to work flexible hours including unplanned overtime and work on-call as required

Nogdawindamin Family and Community Services has been in operation for over 25 years. We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. **JOIN A GROWING AND DYNAMIC ORGANIZATION OFFERING REWARDING CAREERS, COMPETITIVE SALARIES, BENEFITS, PENSION AND A GREAT WORK ENVIRONMENT FOR INDIVIDUALS COMMITTED TO MAKING A DIFFERENCE.**

Please submit a job related resume and cover letter along with three work related references by:

Friday, April 27, 2018 – 4:00pm

Hiring Committee

Nogdawindamin Family and Community Services
210B Gran Street, Batchewana First Nation, ON P6A 0C4
FAX (705) 946-3717 hr@nog.ca

Preference will be given to applicants of native ancestry.

Incomplete or late applications will not be accepted

We thank all applicants for their interest; however only those selected for an interview will be contacted.

A full job description is located on our website at www.nog.ca