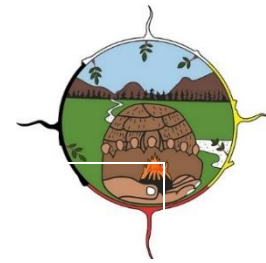


# NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES EMPLOYMENT OPPORTUNITY



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**:

## **MANAGER OF LEGAL SERVICES – LOCATION TBD** **Salary Range: \$87,985.00 - \$108,076.00**

### **Overview of Responsibilities**

Reporting to the Executive Director, the Manager of Legal Services is the liaison between Agency Front Line Staff and External Legal Counsel when a case work decision is made that involves court specific services. The Manager of Legal Services is responsible for ensuring that legal services are in alignment with the Agency's strategic planning, policies and procedures as well as within the legal framework of the Child and Family Services Act and First Nation standards of practice.

### **QUALIFICATIONS**

#### **Education and Experience Requirements**

- Honors Bachelor of Social Work (HBSW) degree
- Five (5) years' direct experience working with children and families involved in child welfare protection
- Three (3) years' direct management and administration experience in a child welfare protection agency
- Practice background relating to child maltreatment, child development, attachment theories, addictions, domestic violence and strength-based family empowerment practices

#### **Knowledge Requirements**

- Knowledge of Nogdawindamin programs and services
- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Superior knowledge of relevant legislative framework and policies reflecting current child welfare practice
- Knowledge of First Nation service delivery, customs and traditions in responding to child welfare concerns
- Knowledge of external service and service agencies

#### **Special Skills & Abilities**

- Strong leadership and management skills
- Strong comfort level when dealing with court authority
- Excellent interpersonal and communication skills; Strong professional ethics
- Demonstrated excellence in conflict resolution, mediation and problem solving
- Strong organizational and administrative skills
- Excellent time management skills
- Excellent computer skills
- Proven ability to work with First Nation communities and people
- Ability to manage multiple priorities, projects or programs
- High level of initiative and self-direction
- Ability to work independently
- Ability to facilitate strong inter-departmental relationships
- Ability to establish and maintain effective working relationships and to develop strong effective teams
- Demonstrated ability to lead and coach others utilizing a collaborative and strengths-based approach
- Ability to work within a team environment
- Ability to meet deadlines and work flexible hours
- Ability to translate relevant legislation into Agency based language
- Ability to work with confidential and sensitive information
- Ability to understand and speak Anishnaabemowin is a definite 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

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:

**Tuesday, May 29, 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](mailto: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](http://www.nog.ca)