



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 **full-time contract to March 31, 2019**:

NEONATAL SERVICES COORDINATOR – SATELLITE OFFICE – SAULT STE. MARIE
Starting Salary: \$87,985.00 - \$108,076.00

Overview of Responsibilities

Reporting to the Protection and Resource Manager and the Complex Needs Committee, the Neonatal Services Coordinator is responsible for directly supervising the Baby Lucious Hub operations, support staff and collateral on-site service delivery. The Coordinator is responsible for identifying and coordinating on-site service delivery requirements from Circle of Care participants providing centralized support for culturally appropriate neonatal care programming. The Coordinator also provides direction, coaching and supervision to staff on all matters relating to child wellness service delivery while ensuring that their efforts are in alignment with the Agency's strategic planning, policies and procedures as well as the legal framework of the Child and Family Services Act and First Nation standards of practice.

QUALIFICATIONS

Education and Experience Requirements

- Master of Social Work degree
- Five (5) years' direct clinical experience working with children and families
- Three (3) years' direct management and administration experience
- Experience writing proposals, policies, procedures and reports
- Experience working with Aboriginal people, organizations and communities

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
- Knowledge of relevant legislative framework and policies reflecting current child welfare practice
- Understanding of and ability to translate relevant legislation into Agency language, policies and procedures
- 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 organizational and administrative skills
- Demonstrated financial management and human resource management skills
- Excellent interpersonal and communication skills
- Demonstrated excellence in conflict resolution, mediation, and problem solving
- High level of initiative and self-direction
- Excellent time management skills; Excellent computer skills; Strong professional ethics
- Proven ability to work with First Nation communities and people
- 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 manage multiple priorities, projects or programs
- Ability to take initiative and work independently
- Ability to work within a team environment
- Ability to meet deadlines and work flexible hours
- 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@noq.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.nogq.ca