



## **Dnaagdawenmag Binnoojiiyag Child & Family Services**

517 Hiawatha Line  
Hiawatha First Nation, ON  
K9J 0E6

### **Employment Opportunity Supervisor – Belleville**

#### **Purpose of the Position:**

Reporting to the Senior Manager, the Supervisor is responsible to direct, coordinate and evaluate the provision of assigned services for DBCFS clients within the DBCFS catchment area through the development and monitoring of service delivery processes and the effective supervision of staff. To ensure that programs and services are provided in accordance with the Child and Family Services Act and other pertinent legislation, Ministry standards and guidelines and DBCFS policies, directives and procedures, as well as the Regional Protocol.

#### **Responsibilities:**

- Assigns cases/tasks to staff as appropriate or required
- Assumes clinical responsibility for advising staff regarding casework planning, intervention/treatment strategies, etc.
- Reviews and assesses pertinent case information and makes decisions regarding apprehensions, court recommendations, admission/discharge of children from care, etc.
- Provides professional direction and clinical expertise to staff on an ongoing basis and on difficult cases as required including problem solving in crisis situations and strategizing interventions.
- Reviews case progress and consults with staff on a regular basis to ensure clients are accurately assessed and to monitor the effectiveness of services provided and DBCFS practices and procedures.
- Recommends changes to service delivery as required and ensures the effective implementation of same.
- Provides backup to other social work and child care supervisory positions as required.

#### **Management:**

- Supervises and manages the activities of assigned staff and ensures that child welfare and other pertinent legislation, Ministry standards and guidelines and DBCFS policies, directives and procedures are adhered to.
- Evaluates the effectiveness and quality of services provided, identifies gaps in service, participates in the development of DBCFS service plans, budget submissions, goals and

objectives, and policies and procedures through participation on DBCFS committees and task forces and direct input to senior management as required.

**Admin:**

- Ensures that case plans, recordings and additional documentation are accurate and complete and in accordance with legislative requirements, Ministry standards and guidelines and DBCFS directives, policies and procedures.
- Signs and approves all requests for financial expenditures within established DBCFS limits and clears all other major expenditures with the Senior Manager as required.

**Personnel:**

- Recommends the hiring/firing of staff or the transfer of staff within the DBCFS in collaboration with the Human Resources Manager.
- Ensures the orientation and instruction of new staff.
- Evaluates performance, in consultation with individual staff, on an annual basis in relation to their job description and mutually agreed upon goals and objectives.
- Identifies training needs for both new and experienced staff and ensures enrolment in appropriate programs to meet such needs.

**Knowledge Requirements:**

- Master's Degree in Social Work from a University of recognized standing combined with a minimum of three years' experience in social work within the field of child welfare; **or**
- Bachelor's Degree in Social Work from a University of recognized standing combined with a minimum of five years' experience in social work within the field of child welfare; **or**
- BSW equivalency;
- An equivalent combination of formal education, experience and training.
- Supervisory training and/or experience.
- A solid understanding of and sensitivity to the experiences of First Nations and Indigenous peoples in Canada, and the impact of the legacy of Residential Schools and the "Sixties Scoop" upon them is essential.

**Work Requirements:**

- A good working knowledge of the Child and Family Services Act and other pertinent legislation, Ministry standards and guidelines, DBCFS policies, directives and procedures and collective agreement.
- A high level of knowledge and demonstrated expertise in diagnostic and treatment theories, methodologies and practices.

- Excellent communication skills to teach, supervise and support staff effectively and at times to deal with clients in stressful and conflict situations.
- Excellent interpersonal skills to liaise with First Nations Designated Persons and community representatives, community professionals and other DBCFS staff.
- Ability to work independently or with little supervision.

**Ability Requirements:**

- Relate effectively to and supervise staff as a diplomatic and flexible team player.
- Effectively manage financial matters.
- Communicate effectively in writing and verbally.
- Provide an acceptable CPIC and VPSS.

**Starting Salary:** \$81,000 to \$96,769 based on qualifications and experience

**Closing Date:**

October 19<sup>th</sup>, 2018.

Only those selected will be contacted for an interview.

**For Application to be considered please submit:**

- Application for Employment - available at [www.binnoojiiyag.ca](http://www.binnoojiiyag.ca)
- Cover letter and Resume
- 3 work related references

Cheryl Benstead, Recruiting and Training Coordinator  
Dnaagdawenmag Binnoojiiyag Child & Family Services,  
517 Hiawatha Line,  
Hiawatha First Nation, ON K9J 0E6  
Fax: 705-295-7137  
Email: [careers@binnoojiiyag.ca](mailto:careers@binnoojiiyag.ca)

**Notes:**

1. Persons of Aboriginal ancestry and members of DBCFS First Nations are encouraged to apply.
2. For a full job description and any questions please email: [careers@binnoojiiyag.ca](mailto:careers@binnoojiiyag.ca)