



Dnaagdawenmag Binnoojiiyag Child & Family Services

517 Hiawatha Line
Hiawatha First Nation, ON
K9J 0E6

Employment Opportunity

Senior Manager Alternative Care and Support Services (Rama location – serving our West Region) Full Time

Purpose of the Position:

Reporting to the Director of Services, the Senior Manager is responsible for the provision of mandated services to children and families within his/her service area in accordance with the Child, Youth and Family Services Act and other pertinent legislation, Ministry standards and guidelines and Dnaagdawenmag Binnoojiiyag Child and Family Services policies, directives and procedures, as well as the Regional Protocol.

The Senior Manager is responsible for the Alternative Care and Support Services teams and ensures the delivery of excellent service in the day-to-day operations of all activities within the assigned service area through their reporting relationships with the Supervisors. The Manager will provide leadership to service staff through the management of team Supervisors. The Manager will also have responsibility for development of particular agency wide initiatives and practices as assigned.

The Senior Manager may also be assigned Branch Manager responsibility as required.

Responsibilities:

1. Clinical

- Recognize, assess, and manage risk and develop risk management strategies accordingly
- Provide clinical consultation on a variety of complex cases including alternative care, kinship service, kin care, customary care and adoption
- Maintain knowledge of current research trends/progressive practices with a view to transmit into service delivery
- Demonstrate and account for the key elements of change management in program development
- Effectively respond and resolve conflict and complaints from staff, clients and community members
- Incorporate major social work theories into practice including trauma informed child welfare theories, cultural attachment theories and wholistic Indigenous theories

2. Training & Development

- Provide a positive work environment promoting professional development and guidance as well as the development of job knowledge, capabilities and recognition of supervisory contributions.
- Provide leadership in the development of Supervisors, facilitating the process of mutual support, case consultation, problem solving and decision making among team members; facilitate regular team meetings.
- Maintain effective communication with other managers and supervisors, foster parents,

volunteers, police, courts and external community groups and agencies, ensure cooperation and a high level of service is provided to clients, and exchange professional expertise.

3. Human Resource Management

- Meet planning and reporting timelines at a departmental, senior service and organizational level.
- Build and promote a safe, healthy, respectful workplace in accordance with Dnaagdawenmag Binnoojiiyag Child and Family Services policies and procedures, Ministry standards and regulations and all legislative requirements and be accountable for Supervisors to meet this responsibility.
- Carry out human resources related functions including performance appraisals, recruitment, selection and orientation of new staff.

4. Employee Performance Development

- Communication to Supervisors of changes to any relevant legislation, regulations, Ministry guidelines and Agency policies and procedures. In collaboration with the Supervisors in their department, ensure changes are implemented and Supervisors are responsible for follow up to the implementation plans.
- Ensure that staff are provided with opportunities to acquire skills necessary to keep abreast of changes in procedures and technology.
- Communicate clear and measurable performance expectations and accountabilities to staff with the opportunity that they have input into decisions that affect them in order that employees can meet their performance standards.

5. Organizational Effectiveness

- Develop an understanding of other related community agencies and their mandates. This may include membership on committees or involvement in special projects related to the work of the Agency.
- Responsible for developing expertise in assigned service types.
- Responsible on an emergency basis for the completion of other related tasks as assigned by the Director of Services.

Maintain an appropriate and current policy, procedural and work instruction framework while ensuring that policies, procedures, guidelines, standards and regulations are in accordance with Dnaagdawenmag Binnoojiiyag Child and Family Services principles and practice, and legislation is adhered to by service staff. Identify needs for changes in Dnaagdawenmag Binnoojiiyag Child and Family Services policies and procedures and recommend changes to the Management or Senior Management teams.

6. Other Duties

- Ensures the effective implementation of other duties as determined by the Executive Director.

Accountabilities:

- The employee is required to have a good working knowledge himself/herself of all laws, rules, regulations, policies and procedures, as well as the Regional Protocol which impact on his/her specific responsibilities. We undertake to make decisions, as required, which are consistent with these and then to act in a manner that provides quality services to clients.
- The incumbent is responsible for the provision of all services assigned to them on behalf of the Dnaagdawenmag Binnoojiiyag Child and Family Services. Contributes to the formulation of Dnaagdawenmag Binnoojiiyag Child and Family Services service and budget plans, policies, procedures and operational directives through membership on the Management Team, participation on committees and task forces and through direct input to senior management as required.

Preferred Requirements

The successful applicant should have:

- 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 which, in the opinion of the Executive Director and Director of Services is an equivalency for the purposes of this position
- Management and 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

The successful applicant will demonstrate:

- Knowledge of human resources management principles, and supervisory/team leadership skills.
- Knowledge of harassment/discrimination policies, human rights legislation and principles, and related Dnaagdawenmag Binnoojiiyag Child and Family Services human resource management policies and procedures.
- Demonstrated organizational, research, analytical, mediation and interpersonal skills.
- Good computer skills, including Microsoft Office Suite and adaptability to new systems.
- Excellent oral and written communication skills, including demonstrated capacity to manage and resolve conflict, seek solutions to identified challenges and initiate proactive measures to enhance the culture of the organization.
- Accepted accountability to ensure supervisors meet their responsibility to produce excellent results in their service area.
- A solid working knowledge of the Child Youth and Family Services Act and other pertinent legislation, Ministry standards and guidelines, and Dnaagdawenmag Binnoojiiyag Child and Family Services policies, directives and procedures.
- Excellent clinical knowledge of social work theories, principles and practices, focusing on areas of wholistic practice, inclusivity, permanency, client engagement, client-centered, strength-based practice and family functioning.
- Demonstrated application of evidence informed practice.
- A good knowledge of community services within the Dnaagdawenmag Binnoojiiyag Child and Family Services catchment area and surrounding areas to coordinate referrals and the provision of service.
- Excellent interpersonal skills to liaise with First Nations Designated Persons and community representatives, community professionals and other Dnaagdawenmag Binnoojiiyag Child and Family Services staff.
- Ability to provide an acceptable CPIC with VPSS.

Starting Salary Range: \$102,716 - \$115,976

**Closing Date: Open until filled.
Incomplete applications will not be considered.
Only those selected will be contacted for an interview.**

For questions and a full Job Description please email careers@binnoojiiyag.ca

Please send Application for Employment (available at www.binnoojiiyag.ca), cover letter, resume and 3 work related references to:

Human Resources
Dnaagdawenmag Binnoojiiyag Child & Family Services,
517 Hiawatha Line,
Hiawatha First Nation, ON
K9J 0E6
Fax: 705-295-7137
Email: careers@binnoojiiyag.ca

Notes:

1. Persons of First Nations, Inuit and/or Métis ancestry and members of Dnaagdawenmag Binnoojiiyag Child and Family Services First Nations are encouraged to apply.