



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

EMPLOYMENT OPPORTUNITY

NOGDAWINDAMIN Family and Community Services, a designated Aboriginal Child Welfare Agency under the Child Youth and Family Services Act serving member First Nations situated between Sault Ste. Marie and Sudbury is seeking to hire two (2):

FULL-TIME CONTRACTS TO MARCH 31, 2020
QUALITY ASSURANCE SPECIALISTS (Community Development & Engagement)
LOCATION: TBD
Starting Salary: \$76,333.00

Job Summary

Reporting to the Project Manager – Multi-Year Planning, the Quality Assurance Specialist will complete funding and data analysis, model research and development, strategy development and planning, report writing and best practice development all within the Agency's policies and procedures guidelines, the legal framework of the Child Youth and Family Services Act and First Nation standards of practice. The Quality Assurance Specialist will play a primary role in facilitation of meetings and community presentations. The position is also required to draft community engagement reports and literature reviews based on community research principles and evidence-based practice.

The Quality Assurance Specialist will create and populate databases and research projects under the umbrella of Community Development and Engagement using community-based and Indigenous research principles. This will be used for the following community purposes: improve quality of service delivery, attract potential funders, service integration, attract potential academic partnerships, and financial planning for education and training programs.

Qualifications

- Three (3) years' management and administration experience in a child welfare protection or social service agency
- Experience in community engagement and development
- Experience developing budgets and writing and submitting grant proposals to various funding agencies.
- Must be well versed in presentation and facilitation skills.

Other Requirements

- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Ability to understand and speak Anishnaabemowin is a definite asset
- Must provide a Criminal Records Check deemed satisfactory by the employer
- 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:

Friday, September 13, 2019 – 4:00 pm

Hiring Committee

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

Preference will be given to applicants of native ancestry.

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