



RAINY RIVER FIRST NATIONS

We are seeking a hardworking and reliable individual to join our team as
DIRECTOR FAMILY SERVICES

The purpose of this position is to provide Leadership and Management to the Community Care Program and its employees. Management includes responsibility for day-to-day operations of Child and Family Services to all Rainy River First Nations members. The Director Family Services will be responsible for leading Rainy River First Nations to full jurisdiction of Child and Family Services.

This is a **full-time** position reporting to the Manager of Administration.

The successful candidate will be responsible to:

- Promotes a respectful and collaborative working relationship between Weechi-it-te-win Family Services and Rainy River First Nations.
- Develops and institutes a Customary Care Advisory Committee.
- Develop a consultation plan that will include all community members in relation to new development, planning and change in delivery of services.
- Provide quarterly narrative and statistical summary reports on work plans, program activities, and clients served.
- Review, revise and make recommendations to the Manager of Administration on any program changes.
- Responsible for the management of fiscal and budgetary allocations which includes the projection and preparation of annual budgets for the Community Care Program.
- Responsible for the financial management of the Community Care Program, ensuring compliance of budgetary forecast.
- Research software and recommend a file management system.
- Responsible and strives for exceptional maintenance and compliance of client files.

Education and Experience:

- Master Degree in Social Work preferred.
- Degree or Diploma in Social Services with a strong background in Traditional and Cultural Practices in Child Care.
- Minimum of 10 (ten) years child welfare prevention and protection experience within First Nation communities.
- 5 (five) years direct management and administration experience within a child welfare prevention and protection context.
- 5 (five) years direct supervision of staff in a child welfare environment.
- Experience with the investigation of allegations of abuse and neglect of children and youth under the age of 18 years.
- Experience managing clinical support services and clinical specialists.

Necessary Knowledge, Skills and Abilities:

- Respect, knowledge and understanding of Community Culture, traditions, ceremonies, lodges and protocols of Rainy River First Nations.
- Firm understanding of Addictions, effects, treatment and support.
- Knowledge and ability to follow the case management system.
- Knowledge of all relevant Ontario legislation including the Child, Youth and Family Services Act (CYFSA), Human Rights Code, Employment Standards, Occupational Health and Safety.
- Thorough knowledge of the CYFSA part IV sections 72 and 80 relating to Customary Care.
- Thorough knowledge of the CYFSA part X relating to Personal Information.
- Knowledge of Rainy River First Nations Customary Care Practices.
- Knowledge of Bill C-92, “the Act respecting First Nations, Inuit and Metis Children, youth and families”.
- Strong human resource management and financial management skills.
- Strong organizational, administrative and planning skills.
- Excellent professional ethics with the ability to maintain diplomacy, discretion and respect to Rainy River First Nations clients, staff, community members and Chief & Council.

- Strong negotiation skills.
- Conflict resolution and problem-solving strengths.
- Excellent Computer knowledge, MS Word, MS Office, Excel, Penlieu, Adobe.
- Must have knowledge of web conferencing when virtual communication is necessary.
- Excellent oral and written communication skills.

What You Need to Know:

- Must be able to provide a current Criminal Record Check and Vulnerable Sector Screening satisfactory to the First Nation.
- Must be in compliance to Rainy River First Nation's Drug Testing Policy.
- Must maintain strict client confidentiality and abide by the Rainy River First Nations' Personnel Policy.
- Must have the ability to work flexible hours, which may include evenings and weekends.
- Personal development and other training may be required from time to time and will be done as required.
- Must have a valid Driver's License and vehicle access or reliable means of transportation to and from work.

Perks of working for Rainy River First Nations:

- Group insurance benefits (Life Insurance, short term disability, long term disability, extended health, vision, dental).
- Pension Plan.

Please apply through email or in person by 4:00 pm on February 2, 2022. Application must include a cover letter, current resume, three (3) employment references (from current or recent supervisor is preferable) with permission to contact these references.

How to apply:

Please submit application to:

Rainy River First Nations
P.O. Box 450
Emo, On P0W 1E0
Email: jobs@rrfns.com

We thank all applicants. Only those selected for an interview will be contacted.

The Rainy River First Nations is an equal opportunity employer. Accommodation is available for applicants with disabilities in the recruitment process upon request.