



EMPLOYMENT OPPORTUNITY
Director of Social Services
Job Reference Number: 2021-SS-I/E-PERM-016
Internal/External Posting
Permanent Full Time

Posting Date: October 19, 2021 **Closing Date:** October 29, 2021

Summary of Duties:

Under the direction of the Director of Operations, the Director of Social Services will administer all Social Service aspects of Biigtigong Mno-zhi-yaawgamig. The Director of Social Services shall ensure the delivery of culturally relevant and safe, quality social services to community members, under the guidance of the Health & Social Service Advisory Board and Chief and Council. The Director of Social Services will also provide support, guidance and assistance to Biigtigong Nishnaabeg community members and social service workers to develop, supply and maintain quality holistic social services.

Qualifications:

Mandatory:

- A Master's Degree in Social Work, Psychology or related discipline from a Canadian University or a recognized equivalent; or
- A bachelors level degree in either Psychology or Social Work from a Canadian University or recognized equivalent.
- Current registration with the Ontario College of Social Workers and Social Service Workers (OCSWSSW)
- First Aid & CPR
- Valid Ontario Driver's License

Desired:

- Knowledge and working experience with Child, Youth & Family Service Act (CYFSA)
- Familiarity with Anishinabek Nation Child Well Being Laws
- Significant, recent and relevant experience working in a social service setting (usually demonstrated over a period of five years or more) including the development, implementation, delivery, monitoring and evaluation of social programs and services.
- Experience in the development of culturally relevant and safe programs and services, including monitoring and evaluation, with a social service focus.
- Demonstrated experience in management and leadership of staff.
- Demonstrated experience in people management including describing work, recruitment, learning, development and career planning, coaching, mentoring, and performance management.
- Experience in collaborative planning at a community level, with a social service focus, and including monitoring and evaluation.
- Experience in the collaborative planning and integrated development, implementation, monitoring, and reporting on community social service plans.

Desired cont.:

- Demonstrated experience working with First Nations, including leadership.
- Knowledge in the application and utilization of social service theories in assessing, planning and delivering programs
- Clear understanding of policies and procedures that outline behaviours to promote client safety.

Summary of Duties/Responsibilities

- Lead and provide day-to-day supervision of social service staff, human resource management in collaboration with Biigtigong Nishnaabeg's HR Coordinator. Provide work expectations to staff, training plan development, coaching, mentoring, capacity building and performance management.
- Responsible for attention to client safety by defining roles and responsibilities for client safety in position profiles, performance appraisals, handbooks, orientation material, and by addressing client safety on a regular basis in newsletters and committee meetings.
- Foster a cooperative and collaborative working environment through team activities, personal leadership and professional incentives. Manage and resolve conflicts.
- Ensure a work life and physical environment that supports the safe delivery of care and service to clients.
- Plan, implement and evaluate the social service programs by involving community members through community consultation.
- Performs all duties associated with the administration of the Biigtigong Mno-zhi-yaawgamig
- Continued professional development through participation in professional and community-based meetings, conferences and other training opportunities
- Perform other related duties as necessary

Accountabilities:

Leadership

Planning

Governance/Compliance

Policies, Processes and Procedures

Partnerships and Collaboration

Communications

Management

Incomplete applications **WILL NOT** be considered & WILL automatically be screened out.

Any inquires related to this posting can be directed to Joni Michano @ joni@picriver.com

Please forward a cover letter, resume and three professional references by email to

recruitment@picriver.com

or to Joni Michano – Human Resources / Payroll Coordinator

P.O. Box 193, Via Heron Bay, Ontario P0T 1R0