



Competition No. | **2018-0223**  
 Position: | **Family Healing and Wellness Centre Manager**  
 Classification: | **P8: \$70,101.99 – \$85,777.65**  
*The listed salary schedule applies to qualified candidates; less qualified candidates will appointed at a reduced salary level*  
 Conditions: | Full-time, non-unionized, One-year term position, will possibility for an extension  
 Location: | Circling Thunderbird Centre, Little Grand Rapids First Nation  
 Date Posted: | **July 17, 2018**  
 Closing Date: | **4:00 p.m. on August 3, 2018**  
 Send resume to: | **Email: [tamara.cardinal@secfs.org](mailto:tamara.cardinal@secfs.org) Fax: (204) 947 – 0009**

### JOB SUMMARY:

Southeast Child & Family Services (SECFS) is a mandated child welfare agency that is committed to reunifying children in care with their families, preventing new children from coming into the Agency's care, preventing family breakdown, and support the healing process for children and families to be healthy and safe. The Family Healing and Wellness Centre (FHWC) Manager is a full-time position which will work within a culturally competent system of care and will incorporate the culture and the overall vision of Mino-Pimatziwin (living a good life).

The FHWC Manager will be responsible with garnering the support of the Southeast communities to establish a family healing and wellness center that will meet the needs of the families and children served by the Agency. The FHWC Manager will engage the communities with designing and implementing the best model for the FHWC. The Manager will be responsible for ensuring the applicable policies and procedures are in place and ready the FHWC for implementation with healing families, reunifying children in care with their families, and providing the after-care support to the clients. The Manager will be involved with the selection and training of the FHWC staff, and the overall oversight of the facility.

### QUALIFICATIONS:

- Bachelor's Degree in Social Work from an accredited university, or equivalent training and experience in supervision of a family/children's residence; minimum of two (2) years' experience in case management and the provision of counseling and support services for children and adolescents;
- An understanding and appreciation of Anishinaabe cultural beliefs, values, norms, ceremony, teachings and a commitment to continue learning, participating and advocating during any opportunity provided by the Agency or community;
- Working knowledge of the Child and Family Services Act, Regulations, and Standards; Personal Health Information Protection Act; residential and specialized treatment home licensing;
- Demonstrated experience in successful oversight of a program;
- Demonstrated ability to develop quality assurance measures, facilitate community presentations and consultations, and coordinate group decision-making processes through knowledge, ideas and persuasion;
- Experience in administrative procedures such as preparing facility service plans and budgets in budget control and financial reports;
- Ability to prepare narrative and statistical and funding reports; program policy and procedures for residential services;
- Knowledge of various software packages and computer operation is necessary for this position;
- Excellent oral and written communication skills are a necessity; and the ability to speak Ojibwe is a definite asset;
- A valid driver's license and the use of a personal vehicle for business purposes are required;
- Successful candidates will be subject to satisfactory criminal record, child abuse registry and prior contact checks; and must also be willing to travel to and work within the designated First Nation communities to serve our families.

### APPLICATION PROCESS:

Forward resume (with 3 references) and a cover letter stating clearly how you meet the qualifications stated in this job posting. Cite the competition number and position in the subject line when submitting by email or fax.

Preference will be given to Southeast community members and Aboriginal (First Nations, Metis or Inuit) candidates meeting the position requirements. All Aboriginal applicants are asked to self-declare within their cover letter. We thank all who apply, however, only those candidates selected for an interview will be contacted.

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