



Anishinaabeg of Naongashiing

Invites applications for the position of

Community Care Program Supervisor – (1) Position

The Community Care Supervisor is a full-time position and an upper management position with the Anishinaabeg of Naongashiing. The CCP Supervisor reports directly to the First Nation Manager. The CCP Supervisor is responsible for the administration, planning, and implementation of the Anishinaabeg of Naongashiing Family Service Policy and administers the service agreement of Weech-It-Te-Win Family Services Inc.

Duties:

1. Reviews and plans First Nation Policies from time to time with other staff and makes policy recommendations for the development, implementation and administration of the Family Services Program to the First Nation Manager;
2. Directs and supervises the case management and service provision activities of staff providing Child and Family Services:
 - Conducts a weekly review of the status of cases in each employee caseload;
 - Reviews client assessment and service plans;
 - Reviews services provision and coordination and ensures compliance with program policy and procedures;
3. Ensures the establishment of case records for each client and complete service data on all cases currently in service;
4. Ensures that community members are informed about Community Support services provided by First Nation and external sources;
5. Ensures the regular review of case progress and outcome against the service plan for each client;
6. Drafts budgets specific to community support services programs, monitors these expenditures and reports them to the First Nation Manager;
7. Monitor, scheduling and maintenance of FN on-call workers
8. Performs other duties as assigned by the First Nation Manager.

Qualifications:

1. A University Degree in Social Work and five years of experience in social work with the child welfare environment or the equivalent combination of formal training and experience;
- OR**
2. Accredited College Diploma in social work or a related field plus a minimum of five years' experience in the provision and management of a First Nation or other Anishinaabe health and social services and minimum of 2 years' experience in supervising staff and/or program management.
 3. Commitment to providing services in ways that respect Anishinaabe Culture and spiritual practices.

Application must include:

- Cover Letter – signed and dated
- Resume
- Three References (one must be employment related) along with written permission to contact references
- Applications submitted without all above required documentation **will not be considered**
- Only those selected for an interview will be contacted
- Complete job descriptions are available upon request.

Submit Applications to:

Gina Maxfield, First Nation Manager

fnmanager@naongashiing.ca

Anishinaabeg of Naongashiing

P.O. Box 335,

Morson, ON P0W 1J0

Phone number: (807) 488-5602

Fax number: (807) 488-5756 or 488-5942

Deadline to apply: Friday, April 19, 2019.