



CREE NATION CHILD & FAMILY CARING AGENCY JOB OPPORTUNITY

POSITION: Resource Coordinator - Permanent Position
LOCATION: Opaskwayak, Manitoba
OFFICE: Opaskwayak, Manitoba

Cree Nation Child & Family Caring Agency (CNCFCA) is responsible for administering and providing for the delivery of Child and Family Services. CNCFCA is dedicated to providing comprehensive CFS Services that are community-based and incorporate both protection and prevention services. Our agency will strive to maintain family unity.

POSITION SUMMARY:

Under the supervision of the Service Manager, the Resource Coordinator is responsible to ensure that the appropriate range of programs to families and children are delivered in accordance with the vision, mission and goals of CNCFCA and the philosophy, principles and standards as set forth by The Child and Family Services Act.

RESPONSIBILITIES:

- Coordinate the Resource team activities to ensure the effective and efficient delivery of preventative and mandated services in accordance with Agency policies, procedures and standards.
- To prepare and present monthly reports on licensed foster homes, place of safety and support workers.
- To assist the foster care workers with Recruitment and Training
- Provide coordination, guidance and information to the resource team in conjunction with the appropriate Service Manager.
- Advise the resource team on application, interpretation and implementation of Child Welfare Legislation and Agency directives.
- Work with all Service Managers to enhance the Resource activities of Cree Nation.

QUALIFICATIONS:

- Work Experience in Child and Family Services with demonstrated knowledge of child development, family centered service, early intervention, family support and community based services.
- Bachelor of Social Worker (BSW) or related undergraduate degree in Human Services (preferred)
- Excellent assessment, intervention and writing skills
- Ability to converse fluently in Cree (preferred)
- Excellent written and verbal skills
- Knowledge of the CFS Act and provincial standards.
- Demonstrated skills in community development models
- Maintain strict confidentiality

CONDITIONS OF EMPLOYMENT

- Must pass a criminal records check, child abuse registry check and prior contact check.
- Cannot be active on a protection case.
- Must maintain absolute confidentiality in accordance with agency requirements.
- Must be able to travel, possess a valid MB driver license and have access to a vehicle.

Deadline: August 6, 2024 @ 4:00 pm

***SUBMIT COVER LETTER & RESUMES ALONG WITH THREE (3) REFERENCES MARKED
“PERSONAL & CONFIDENTIAL” TO:***

Human Resources Manager
Cree Nation Child & Family Caring Agency
Box 10130
Opaskwayak, MB R0B 2J0
Fax: 204-623-3847
Email: hrmanager@creeation.ca

We thank all who apply and advise that only those selected for further consideration will be contacted.

“Please visit our website at <https://creeation.ca>”