



## **CREE NATION CHILD & FAMILY CARING AGENCY JOB OPPORTUNITY**

**POSITION: Family Enhancement Supervisor – Permanent Position**  
**OFFICE: Mathias Colomb Sub Office**  
**LOCATION: Mathias Colomb, Manitoba**

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*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 Family Enhancement Manager, the Family Enhancement Supervisor will be responsible for providing supervision to the Family Enhancement Workers. This will include overseeing the case management portion, monitoring their outgoing emails, attendance, training and evaluation process. The FE Supervisor will receive the FE Workers financial requests via email and send to finance reception for processing; the incumbent will receive, review and approve the Service Agreement/Case Plan for all families receiving prevention support and ensuring the case lists fall under the prevention category. The FE Supervisor will ensure the delivery of a prevention stream of services for families in First Nation communities. The FE Supervisor will monitor the FE Worker's travel budget and provide support to the FE Workers in their respective communities. The FE Supervisor will provide quarterly reports to the FE Manager.

### **RESPONSIBILITIES:**

- General Supervision
- Supervision of Unit Service Delivery
- Workplace Safety & Health
- Human Resources
- Training & Development
- Unit Activity and Performance Reporting
- Financial and Operational Requirements
- Other duties related to the position and as assigned by the Service Manager

### **EDUCATION AND TRAINING**

- Bachelor of Social Work (BSW) with 3 years' experience in child welfare or; Bachelor of Arts (BA) with relevant experience in counselling and child welfare experience
- Prior supervisory experience in a child welfare agency
- Ability to converse fluently in Cree
- Experience in Aboriginal Child and Family Services

### **KNOWLEDGE & EXPERIENCE**

- Knowledge of the theory and practice of social work with particular emphasis on risk assessment, case management and file documentation
- Understanding of First Nation traditions, history, values and family systems
- Proven supervisory skills to direct, plan and organize service delivery and evaluate staff.
- High level communication skills to maintain effective communication with agency staff, clients, service providers and community agencies.
- Analytical and conceptual skills to evaluate and deliver services to families.
- Ability to resolve difficult and contentious case management and service issues.

## **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.
  - Varied amounts of travel required within this position.
  - Must have a valid Manitoba driver's license.
  - Must be able to provide own vehicle for work.
- Other duties related to the position may be assigned.

**Deadline: August 16, 2024, 2024 @ 4:00 pm**

**SUBMIT COVER LETTER & RESUME ALONG WITH THREE (3) REFERENCES MARKED  
"PERSONAL & CONFIDENTIAL" TO:**

Human Resource Manager  
Cree Nation Child & Family Caring Agency  
Box 10130  
Opaskwayak, MB. R0B 2J0  
Fax: 204-623-3847  
Email: [hr@creecreation.ca](mailto:hr@creecreation.ca)

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

**"Please visit our website at <https://creecreation.ca>"**