



# CREE NATION CHILD & FAMILY CARING AGENCY

## JOB OPPORTUNITY

**POSITION:** Federal Case Manager – Permanent Position

**OFFICE:** Regional Office

**LOCATION:** Opaskwayak, 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 direction of the Executive Director the Federal Case Manager will work together with the management team to ensure that all aspects of agency services meet the requirements of the Child and Family Services Act, the First Nations mandate, provincial licensing and service standards, as well as the agency's mandatory policies and procedures. May be assigned to represent the agency on internal or external committees, groups, councils etc. as assigned by the Executive Director.

The Federal Case Manager will also be assigned responsibilities for specific liaison, special projects as well as policy or reporting functions. As a member of the Management Team, participates in the establishment and review of the agency's strategic plan.

The Federal Case Manager will act as a change agent in implementing the CNCFCA community based model that will lead to the development of customary care and practices more aligned with the communities.

### **RESPONSIBILITIES:**

- Leadership & Planning
- Service & Delivery
- Financial & Operational Requirements
- Human Resources
- Other duties related to the position may be assigned

### **EDUCATION AND EXPERIENCE:**

- Bachelor of Social Work (BSW)
- 5 years supervisory/management experience within an aboriginal child welfare environment or a combination of relevant field and supervisory experience.
- Ability to converse fluently in Cree (preferred)
- Knowledge of the theory and practice of social work
- Proven management and leadership skills to direct, plan and organize service delivery and evaluate staff
- High level communication skills to maintain effective communication channels with agency staff, government officials, community agencies and groups and the general public
- Analytical and conceptual skills to evaluate service needs and programs and recommended effective policies and plan
- Ability to resolve difficult and contentious case management and service issues
- Workplace Safety and Health
- Excellent assessment, intervention and writing skills
- Knowledge of the Child and Family Services Act and provincial standards
- Understanding of child development theory and practice
- Knowledge of available resources within the community (formal and informal)
- Knowledge of Family Systems theory
- Working knowledge of child abuse
- Ability to use a variety of computer applications such as Microsoft Word, Excel and database systems
- CFSIS and FACTS information systems (preferred)

**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: March 27, 2026 @ 4:00 pm**

**SUBMIT COVER LETTER & RESUME 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:hr@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>”**