



Anishinaabe Abinoojii Family Services

EMPLOYMENT OPPORTUNITY – Internal/External

**Resource Manager
Full-Time Permanent
Location – Kenora**

POSITION SUMMARY:

The Resource Manager is a full-time permanent program position. The Resource Manager directs all team functions. The Resource Manager supervises and coordinates the efforts of a team of staff to ensure their efforts culminate in meeting the service objectives of the unit and standards set by regulation. The Resource Manager is a member of the Management Team and reports to the Director of Services in all aspects of job functions.

QUALIFICATIONS

- Master of Social Work Degree with a minimum three years experience in the management of services for children and their families or a comparable human service program, however, a combination of skills, education and experience may be considered
- Thorough knowledge of the Child, Youth and Family Services Act and Regulations, particularly in the application of Part IV, Section 80 relating to Customary Care of the First Nations
- Thorough knowledge of the Child Protection Standards in Ontario including case recording and documentation requirements
- Expert knowledge of Customary Care and the philosophy of service development and delivery the communities and family structure, as well as local First Nation customs and traditions
- Knowledge of the First Nations in the Kenora area including tribal and external services and service agencies in the area
- Strong commitment to helping Anishinaabe children and their families by providing services in ways that respect Anishinaabe cultural and spiritual practices
- Commitment to providing services in the Anishinaabe context of extended family and community involvement
- Working knowledge of the administrative structure and operations of Anishinaabe Abinoojii Family Services including the service delivery model, policies, procedures and guidelines
- Demonstrated ability to influence and facilitate community and group decision-making processes thorough knowledge, ideas, and persuasion
- Working knowledge of group dynamics, consultation and conflict resolution techniques
- Ability to establish and maintain purposeful relationships with clients, subordinates, colleagues, other relevant organizations and management
- Sound knowledge of human behaviour theories ability to apply in assessment and planning
- Demonstrated ability to prepare comprehensive narrative and statistical reports regarding service delivery and procedures
- Ability to work within a multi-disciplinary Child Welfare team
- Ability to use authority, proven leadership skills and demonstrated experience supervising a team of professionals
- Extensive experience in designing and conducting planning and/or training workshops
- Excellent planning, organization, problem-solving, decision-making and interpersonal skills
- Superior oral and written communication skills
- Ability to maintain confidentiality
- Ability to take direction and to work within the policies, procedures, and guidelines, mission, philosophy, and core values of the Agency
- Ability to flex daily work hours as determined by the Director of Services
- Must possess a valid Ontario G Driver's License, be willing to travel and provide a Driver's Abstract, and
- Ability to speak Ojibway is preferred and a definite asset.

WORKING CONDITIONS:

The work will be normally performed in a typical interior and office environment located in the offices of AAFS. The position will require the incumbent to enter into the homes of families and provide Assistant Resource Manager Services and work in high stress social settings, work with potential aggressive clientele, volatile sociopolitical environments, being called out with no notice to emergency situations, travel to semi-remote Anishinaabe communities on rough and winding class "C" roadways and in various weather conditions, exposure to diverse living conditions and community environments and different sociocultural milieus.

AAFS requires all employees, contractors, students, and volunteers to be fully vaccinated against COVID-19, absent of a valid medical exemption or other reasonable consideration pursuant to the Human Rights Code of Ontario.

Salary Range: \$80,560 - \$98,801 per annum

Benefits: AAFS offers 4 weeks paid vacation, Extended Health, Dental, Group Life, AD&D, & Disability benefits after one month of employment and participation in our Pension program.

We are committed to recruiting a diverse workforce that represents the First Nations communities that we serve. Preference will be given to Internal and/or Indigenous applicants. Please self-identify upon applying.

AAFS welcomes and encourages applications from peoples with disabilities and will provide accessibility accommodations as part of the application process upon request.

IF THIS EXCITING OPPORTUNITY INTERESTS YOU, PLEASE SUBMIT YOUR RESUME WITH COVER LETTER QUOTING FILE #RM2024 to:

Human Resources Manager by Email: AAFS.HumanResources@aafs.ca
or c/o 20 Main Street South, Kenora, Ontario P9N 1S7 Fax: (807) 548-1345

DEADLINE TO SUBMIT APPLICATION IS: OPEN UNTIL FILLED