



Competition No.: 2023-003
Position: **City Supervisor**
Classification: **SP5 \$65,024.26 - \$88,273.27**

- Full time term (Unionized)
- Preference will be given to internal candidates
- An eligibility list may be established for future openings

Conditions:
Department: Poplar River City Unit
Location: 2nd floor - 1410 Mountain Ave
Closing Date: February 9, 2023
Email: hr@secfs.ca

Poplar River City Unit Supervisor assumes a leadership role as part of a team dedicated to strengthening client services and to develop effective staff and work teams in the area of program and service co-ordination, reporting, operational planning, and community liaison services to Poplar River First Nation.

RESPONSIBILITIES:

- Oversees the program/case management process within the Unit by providing staff with consultation, direction, and monitoring daily, and ensures key deadlines and responsibilities are adhered to
- Establishes an understanding of community values, strengths, and concerns; and works collaboratively with other community services and collaterals to achieve program and service objectives
- Contributes to plans for improvement of service delivery for the program and services unit and participates in developing new services or approaches
- Participates with Human Resources in the recruitment and selection process; maintains and upgrades staff competencies through professional development and training opportunities; and provides guidance for Agency policies to be adhered to
- Other duties as assigned by the Director of Service

QUALIFICATIONS:

- Bachelor of Social Work (an equivalent combination of education and experience may be considered)
- A minimum of four (4) years' experience in child welfare (supervisory experience is considered an asset)
- Knowledge of the culture and community receiving service from the Agency
- Experience conducting investigations including gathering and analyzing information to implement appropriate action(s)
- Demonstrated experience, working knowledge of and familiarity with:
 - Indigenous culture and an understanding of the rural cultural environment
 - *The Child and Family Services Act*; and *The Adoption Act*; Indigenous child welfare practices; First Nations history; and colonization
 - Mentoring and advising staff with challenging caseloads (including Intake, Child Protection, Family Enhancement and Family Service delivery); de-escalating conflict while providing resolution; and, gaining the cooperation of others in a rapidly changing environment
 - Crisis intervention; child protection investigations; assessment of high-risk situations to determine appropriate response times
 - Substance abuse; family violence; child abuse/neglect; grief and loss issues; and community resources
- Excellent verbal and written communication skills (especially with regard to documentation and report-writing)
- Proficiency with Microsoft Office, CFSIS, and IM
- Satisfactory Criminal Record; Child and Adult Abuse Registry; and Prior Contact Check
- Must have a valid driver's license and a reliable vehicle

Preference will be given to Southeast members and Indigenous (First Nations, Métis, or Inuit) candidates meeting the position requirements. All Indigenous applicants are asked to self-declare in their cover letter. We thank all applicants; however, only those candidates selected for an interview will be contacted.

We offer competitive wages and an exceptional benefits package