



Competition No.:	2023-004
Position:	Clinical Director
Classification:	Salary to commensurate with qualifications
Conditions:	<ul style="list-style-type: none"> • Permanent Full Time • An eligibility list may be established for future openings • Preference will be given to internal candidates
Location:	Winnipeg, Manitoba
Closing Date:	Immediate – Open until filled
How to apply:	Email: hr@secfs.ca Fax: 204-594-0499

Southeast Child and Family Services is hiring a Clinical Director to oversee our mainstream and cultural therapeutic support services provided to our children, youth, young adults, and parents.

The Director will be the first point of contact for new referrals for services and the reviewer/assessor for existing services for our children, youth, young adults, and families who are receiving services. The Director will assist the assigned worker to develop and/or revise a therapeutic case plan that best fits the child, youth, young adult, or parent’s mental, emotional, and physical well-being. Requests for new and existing services will be centralized to minimize duplication of services, prevent utilizing services that have not been beneficial to our children and families, and maximize quality services.

RESPONSIBILITIES:

- Able to participate as a key team leader
- Excellent organizational skills, able to coordinate scheduling, registration, and management of program
- Advanced problem-solving skills with the ability to manage and prioritize a busy workload and multiple projects and tasks
- Experience in managing projects with multiple team members and stakeholders
- Good sound financial management skills for identification and analysis of program cost(s) variables and pricing strategies
- Demonstrates a strong customer service philosophy, a positive attitude and sense of self-confidence; is sensitive to the needs of staff and clients; the ability to use tact and diplomacy to work toward win/win solutions when resolving client complaints, addressing team and staff conflicts
- Excellent written communication skills: able to write and edit correspondences/materials, organize, and prepare program reports, develop, and edit policies and procedures, contracts, as well as program and research proposals
- Demonstrates a continuous learning attitude through active participation and leadership in professional association that foster personal professional development
- Action oriented with excellent time management, problem-solving, and decision-making skills, able to seize opportunities when they arise
- Apply core wellness values and ethics to daily activities and can act as a role model in respect to a positive image of good health
- Maintains appropriate file systems and records with guides and indexes, including computer records, back-up files, etc.
- Ensure deadlines/timelines are met in a timely manner, this includes preparation of reports for funder(s) and liaise with referring sources as requested and required
- Maintain program statistics for purposes of evaluation and research
- Participate in internal/external meetings as required and identified by the Executive Director

QUALIFICATIONS:

- Master of Social Work, Psychology, Sociology, or an equivalent combination of education
- Three years' management and leadership experience overseeing professional staff within an interdisciplinary environment
- Comprehensive knowledge of programming
- Demonstrated knowledge and experience working with Indigenous organizations and communities in a health/wellness/social field capacity
- Knowledge in program budgeting and fiscal management
- Proficiency with MS Office, Telehealth, EMR, etc.
- Competency in managing technology related to health and healthcare systems
Strong leadership, critical thinking, and change management skillset
- Capable to adapt quickly to changing situations with the ability to function in a demanding and stressful environment
- Ability to work effectively as a team member - work well with others and is confident in all aspects
- A valid driver's license and a reliable vehicle
- Satisfactory Criminal Record, Prior Contact, and Child Abuse Registry Checks
- Willing and able to travel to designated First Nations communities and rural areas as required
- Adhering to all policies

Preference will be given to Southeast members and Indigenous candidates (First Nations, Métis, or Inuit) 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