



# EMPLOYMENT OPPORTUNITY

## Mnaasged Child and Family Services

<b>POSITION TITLE:</b> Director of Services	<b>CLASSIFICATION:</b> Permanent Full-time
<b>CLOSING DATE:</b> Posted Until Filled	<b>SALARY:</b> \$105,000.00 - \$110,745.00

**GENERAL DESCRIPTION**

Reporting to the Executive Director as a member of the Senior Management Team, the Director of Services is accountable for providing strategic and operational leadership on all aspects of Child Welfare Protection Services for the Agency. The Director of Services is responsible for ensuring that the Agency provides and develops comprehensive, competent and effective child welfare services for First Nation children, families and communities.

The Director of Services is also responsible for efficiently managing, supervising, directing and developing all aspects of direct client services for the Agency. This position will ensure that all programs and services contribute significantly to the achievement of the mission, vision, values and strategic direction of Agency services.

**QUALIFICATIONS**

**Education Requirements**

- Master’s degree in Social Work

**Experience Requirements**

- Ten (10) years’ child welfare protection experience within First Nation communities
- Five (5) years’ direct management and administration experience within a social service context and preferably in child welfare protection
- Experience working within culturally appropriate service models for First Nations people
- Experience working with Elders, Healers and contemporary helpers

**Knowledge Requirements**

- Knowledge of Mnaasged Child and Family Services programs and services
- Respect for, sensitivity towards as well as knowledge and understanding of Anishinabek, Lenape, and Haudenosaunee culture, traditions and the Seven Grandfather Teachings
- Knowledge of Employment Standards Act, Ontario Human Rights Act, Occupational Health and Safety Act and other relevant human resources legislation
- Knowledge of the Child and Family Services Act, Child, Youth and Family Services and other related legislation
- Working knowledge of governance within First Nation communities and community resources
- Knowledge of the communities, family structures, customs, traditions and administrative structure of the First Nations served by the Agency

**Special Skills**

- Strong leadership and management skills
- Excellent financial management and human resource management skills
- Strong professional ethics and time management skills
- Excellent research, organizational, administrative and planning skills
- Excellent analytical, problem solving, conflict resolution and negotiation skills
- Working knowledge of the MS Office suite of programs (Word, Power Point, Excel)
- Ability to manage multiple priorities and write comprehensive reports/case notes
- Ability to meet deadlines and work flexible hours
- Commitment to providing services in ways that respect First Nation cultural and spiritual practices
- Ability to work with confidential and sensitive information

**Other Requirements**

- Must provide a recent, clear Police Records Check with Vulnerable Sector Check in accordance with legislation
- Must have a Class ‘G’ Ontario Driver’s License, access to a vehicle and the ability to travel
- Must have a minimum of \$1M automobile insurance coverage.

For a full job description, please contact Carol Antone, HR Developer at [hr.developer@mnaasged.com](mailto:hr.developer@mnaasged.com)  
519 289-1117 ext. 237

Mnaasged gives preference to any First Nation applicants for any employment opportunities as per Section (16)1 of the Canadian Human Rights Act.

Please forward your cover letter, resume and 3 working reference letters to:

**Human Resource Department – Confidential**  
**Mnaasged Child and Family Services**  
**311 Jubilee Rd. Muncey, ON N0L 1Y0**  
[Confidential.hr@mnaasged.com](mailto:Confidential.hr@mnaasged.com)

**Only those selected for an interview will be contacted**