



# BINGWI NEYAASHI ANISHINAABEK

## JOB POSTING

### FAMILY REPRESENTATIVE MANAGER

The BNA Family Representative Manager oversees BNA's Child and Family Advocacy Services Department (Band Rep and Jordan's Principal) ensuring that the best interests of all concerns pertaining to BNA children and youth is undertaken. The Family Representative Manager is responsible for providing direction, coaching and case supervision in all matters pertaining to child welfare protection and Jordan Principal services ensuring alignment to Bingwi Neyaashi Anishinaabek policies and procedures as well as the legal framework of the Child and Family Services Act.

#### Qualifications

1. Master of Social Work degree is preferred.
2. Honours of Bachelor work degree, or degree in related field;
3. 5 years management experience in child welfare protection or social service agency
4. Experience working in Family Law court proceedings and with court system within a First Nation's community.
5. Expert knowledge of the Child and Family Services Act, Child Protection Standards, Ministry of Children and Youth Services Regulations, Guidelines and Policy Directives;
6. Knowledge of relevant legislative framework and policies reflecting current child welfare practice
7. Knowledge of Indigenous service delivery, customs and tradition in responding to child welfare, transitional youth and Jordan's Principle concerns
8. Strong leadership and management skills;
9. Strong interpersonal and communication skills;
10. Excellent negotiating skills;
11. Strong planning, organizational and time management skills;
12. Skilled in conflict resolution, mediation and problem solving; Ability to establish and maintain effective working relations with clients, First Nations service partners, colleagues, other relevant organizations and management;
13. Ability to work well within a team environment and able to develop strong, effective teams;
14. Ability to meet deadlines and work flexible hours;
15. Ability to adapt to and manage change;
16. Ability to work effectively with confidential and sensitive information;
17. Ability to work in stressful conditions with high demands;
18. Copy of University Degree and other educational/training documentation in related discipline.

### Conditions of Employment

Successful Candidates will submit:

1. CPIC Required, vulnerable sector within last 6 months
2. 3 References from previous employer including most recent supervisor
3. Must possess a valid driver's license and have reliable transportation and valid insurance

### Mandatory Documentation

1. Cover letter, resume, three (3) supervisory references (names & telephone numbers only)

*Wages will be negotiated commensurate with experience.*

**Please submit resume with three (3) references:**

**Attention:** Camille Borysewicz    **Email:** [cborysewicz@bnafn.ca](mailto:cborysewicz@bnafn.ca)

Miigwetch to all who apply. Only those applicants selected for an interview will be contacted