



McLeod Lake Indian Band

General Delivery, McLeod Lake, BC, V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

Job Posting: Child and Family Services Manager

The McLeod Lake Indian Band (MLIB) is a vibrant and community driven First Nations organization dedicated to improving the health and well-being of our members through culturally relevant, holistic programs. We are committed to fostering sustainable services that reflect our traditions and values while addressing the contemporary needs of our community.

Position Overview:

Reporting to the Director of Health and Social Services, the Child and Family Services Manager will lead and coordinate our child and family services programs, focusing on supporting MLIB children and their families who are currently involved with or at risk of becoming involved with child protective services. The primary goal is to prevent MLIB children from entering care by providing comprehensive support to families.

Key responsibilities include overseeing a range of Child and Family Services (CFS) programs and related administrative tasks. The Manager will ensure a prevention-focused approach to assist parents in caring for their children, connect families with external resources, provide support in child welfare and protection matters, promote reunification with family and community, and collaborate closely with their team and the Ministry of Children and Family Development (MCFD) to assess and enhance child safety.

This position will require performing regular administrative tasks, including maintaining case files, submitting requisitions for payment to the finance department, and reporting on activities and case status. The Manager will also play a crucial role in collaborating with the MLIB Whes'keghe CFS jurisdiction project, bridging current programming with the jurisdiction working group and MLIB jurisdiction.

Key Responsibilities:

Leadership and Staff Management:

- Manage the CFS team in alignment with MLIB policies and applicable legislation.
- Supervise and guide team members to ensure the delivery of high-quality services.

Program Development and Service Delivery:

- Promote child and family wellness through advocacy, direct support, and program activities.
- Ensure home and community-based support and prevention services are delivered effectively.
- Facilitate support for CFS team members to navigate child protection systems with families.

Child and Family Advocacy:

- Work with MCFD and ICFS agencies to advocate for and support families.
- Participate in family safety planning, case management, and family group conferences.
- Empower and assist members in solving problems through preventative and restorative practices.

Community Engagement and Cultural Connection:

- Ensure that MLIB children in care remain connected to their family, community, land, and culture.
- Coordinate activities for youth that engage them with Tse'khene language, culture, Elders, and services.
- Facilitate parent education programs and support healthy family dynamics.

Administrative Responsibilities:

- Maintain organized and accurate client case files.
- Prepare regular reports on program activities and statistics.
- Organize and track all documentation related to case management and legal requirements.

Job Skills and Experience:

- Bachelor's degree in Child and Youth Care (CYC), Social Work (SW), or a combination of certification with 3-5 years of relevant work experience.
- Minimum of 2 years' experience managing or supervising a team preferred.
- First Nations heritage preferred, with an understanding of Tse'khene cultural beliefs, customs, and core values.
- 3-5 years of experience supporting families and working in mental health/addictions is an asset.
- In-depth understanding of Indigenous issues in relation to child welfare.
- Knowledge of the Child, Family, and Community Services Act and the Act Respecting First Nations, Inuit, and Métis Children, Youth, and Families.
- Strong competency with Microsoft Office Suite (Word, Excel) and other standard office software.
- Excellent communication skills (oral, written, and presentation).
- Ability to work independently and as part of a team with good time management skills.
- Strong interpersonal skills with a focus on empathy, respect, and professionalism.

Conditions of Employment:

- Must pass a Criminal Record Check.
- Valid Class 5 BC Driver's License with a clean driving record.
- Up to date with required vaccinations.

Compensation:

- Salary range: \$75,000 – \$110,000 per year, based on experience and qualifications.
- Comprehensive benefits package, including dental, vision care, and wellness support.
- Full-time position, Monday to Friday, 8:30 a.m. – 4:00 p.m., with occasional travel and extended hours as required.

Submit resumes and a cover letter to:

Attention: Human Resources

Email: hrdept@mllib.ca

Posted: October 06, 2024

Closing date: October 24, 2024.