

**MA MAWI WI CHI ITATA CENTRE, INC.
INTERNAL/EXTERNAL EMPLOYMENT OPPORTUNITY**

June 9, 2016

Position Title: Program Manager
Classification: Full Time Term Position to March 31, 2017 (possible extension/project funding)
Location: 800 Selkirk Avenue
Salary: Subject to Qualifications

Background: Ma Mawi Wi Chi Itata Centre has implemented the Wi Che Win Program as part of the Mental Health Commission of Canada to address mental health and homelessness. The Wi Che Win program works intensively with participants in the transition from being homeless to having homes. Wi Che Win a Cree word meaning "walk with me" will be the guiding principle for the program. This position reports directly to the Executive Director.

Duties/Expectations: As the Program Manager of the team, the incumbent will be responsible to ensure that programs and services are delivered in a culturally safe and solution focused holistic manner fitting with the vision and mission of the Centre. The incumbent must be able to provide a high level of leadership regarding program negotiations that ensures the quality of appropriate service for our participants. The incumbent will also be responsible for the program Beaver Medicine Bundle

Qualifications:

- Must have an understanding of the Centre's philosophy and values
- Working knowledge & experience in mental health, homelessness, social work, housing & harm reduction
- Demonstrated experience in developing and maintaining an effective working relationship with Aboriginal and non-Aboriginal organizations.
- Strong motivational and leadership skills.
- Experience in the supervision of staff
- Assists individual staff in the assessment, review and case management plans
- Update staff work performance
- Identifies and arranges individual and program area training needs
- Experience with program management and coordination of all aspects of a holistic service delivery model;
- Demonstrates ability to develop effective working relationships with individuals struggling with mental health issues;
- Demonstrates ability and comfort to effectively build relationships with individuals who are homeless and dealing with mental health issues.
- Demonstrated ability to assess people for strength and challenges, particularly in the context of mental health
- Demonstrated ability under pressure to be calm, rational and focused on the tasks at hand
- Microsoft Word and Excel program knowledge
- Understanding and ability to document Financial Records
- Strong organizational skills
- Ability to set and meet deadlines
- Valid Manitoba drivers license and access to a vehicle would be an asset
- Able to provide police and child abuse checks

Closing Date: All letters of interest and Resume must be received no later than June 15, 2016 at 4:30 pm.

**Attention: Amber Gareau
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