

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

April 11, 2019

Position: Program Coordinator C.L.O.U.T
Classification: One Year Term (June 15, 2019-June 15, 2020)
Location: 350-200 Alpine Way Headingley MB
Starting Salary: Subject to Qualifications

Background: The C.L.O.U.T/Eagle Horse Society Program is seeking an individual for the **Program Coordinator** position that oversees short term (C.L.O.U.T) and emergency foster placement resources that supports the reunification process of children with families.

Role and Responsibilities:

Reporting to the Child in Care Coordinator in keeping with the Ma Mawi Wi Chi Itata Centre philosophy, direction and policy standards. The successful candidate will assume overall responsibility for the program's day to day operations including:

- Management of human resources relations with regard to their staff;
- Identifying and planning for training needs;
- Establishing and maintaining effective working relationships with internal programs, external agencies/ child welfare authorities and the Emergency Placement Resource (EPR) system;
- Ensuring reunification of children with biological families is a key service model priority through promotion, support and partnership with the Family Group Conference program;
- Facilitation of a system approach with community organizations;
- Implementation of a culturally sensitive, neighborhood based, capacity building model of short term and emergency care;
- Coordination of the on-call function;
- Coordination of child placements within the program;

Qualifications:

- Bachelor of Social Work or a combination of related education and training with experience in Child Welfare / Foster Care;
 - Working knowledge of Child Welfare Legislation and Foster Care Licensing Regulations;
 - Understanding of the Family Group Conferencing model;
 - Communicate effectively verbally and in written form, including effective use of computer software such as: Microsoft Word, Excel and electronic mail;
 - Ability to set and meet deadlines
 - Ability to develop and implement program policies, protocols and procedures;
 - Strong motivational and leadership skills with experience in the supervision of a team;
 - Knowledge/understanding and a commitment to promote culturally sensitive care for children within a community care model;
 - Experience developing and maintaining effective working relationships with collateral agencies within the indigenous and non-indigenous communities including with the Ma Mawi Wi Chi Itata Centre programs;
 - Experience working as part of a leadership team within an organization;
 - Understanding of Indigenous values and community issues;
 - Subject to Criminal Record Check, Child Abuse Registry and Prior Contact checks.
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All letters of interest and Resumes must be received no later than **4:00pm, April 25, 2019**

Attention: Jacqueline Trout, Human Resources Assistant
Ma Mawi Wi Chi Itata Centre, Inc
350-200 Alpine Way, Headingley, MB R4H 0B7
Fax: 204-946-5042 or email: HR@mamawi.com