



Metis Child, Family & Community Services (MCFCS) Agency is a mandated child and family services agency with the responsibility to administer and manage culturally appropriate community-based child protection and support services for Metis and Inuit people in Manitoba.

ALTERNATIVE CARE SUPERVISOR TERM POSITION

Position: Alternative Care Supervisor Competition # MCFCS-ACS-2019.006
Hours of Work: 7.25 hours per day
Classification and Salary: SP5, \$32.24 - \$43.76 per hour
Location: Winnipeg, MB

Reporting to the Director of Resources, the Alternative Care Supervisor participates in the development, coordination and evaluation of a continuum of placement resources which includes kinship care, general and specialized foster care. The Alternative Care Supervisor participates in consultations and drafts processes for new and amended policies and procedures as it relates to children in care. In addition the Supervisor provides consultation and assistance regarding placement resource issues; the development and implementation of training programs for foster parents; and the development and revisions of reference material for agency and foster families. It is the responsibility of every position to provide, where requested, culturally relevant service or assist with access to such service.

Listed below is a summary of the qualifications and responsibilities of the position; complete job descriptions will be available to the successful candidate.

Main areas of Key Responsibilities and Activities

- Participate and make recommendations for staffing activities for the Resources Unit including staff recruitment, hiring and development.
- Conduct regular scheduled supervision times both individual and group.
- Provide on-going support/advice/direction to team members.
- Facilitate the activities of the agency's Individual Rate Adjustment Protocol – IRAP.
- Provide expert consultation to agency employees on general kinship and foster care matters, specialized placement resources and for case-specific issues.
- Provide expert consultation to and work collaboratively with agency staff, other agencies, service providers and professionals in other fields.
- Develop and facilitate new initiatives in the areas of foster care, and specialized and alternative placement resources.
- Coordinate investigation of all complaints related to kinship and foster homes; resolve crisis situations and ensure corrective action is taken to ensure the safety and well-being of children.
- Assist with permanency planning and Co-chair the Special Rate Committee.
- Participate in Management meetings and other activities related to being a part of the Agency's Management Team.
- Ensure the ongoing recruitment, orientation and support of foster parents.
- Recommend and draft internal policies, internal standards and procedures related to Agency's foster care and specialized placement resources.
- Complete written reports, file recording, forms and correspondence.

Education and Experience

- BSW plus five years of direct child welfare experience
- Post-secondary degree in social services plus seven years of direct child welfare experience
- Other degrees and experience may be considered
- Experience working with Metis and Inuit people.

Knowledge, Skills and Abilities

- Demonstrated understanding of Métis culture and communities.
- Proven experience developing strategic plans, operational plans and proposals.
- Ability to prepare reports with MS software applications: spreadsheet (Excel), word processor (Word)
- Ability to maintain highly sensitive and confidential information.
- An acceptable Child Abuse Registry Check, Prior Contact Check and Criminal Records Check.
- Access to a vehicle and possession of a valid Manitoba driver's license as travel within the city and to Métis communities may/will be required.

Prior to commencing employment the successful applicant will be asked to provide satisfactory results of a Criminal Record Check with Vulnerable Sector Search, a Child Abuse Registry Check, Prior Contact Check and a Driver's Abstract upon hire at their own expense. In light of long processing times for these checks we encourage applicants to apply early, as this will reduce wait times to begin employment. A valid Manitoba driver's license and the use of a personal vehicle are requisites as travel within and outside the city are required.

Registration with the Manitoba College of Social Workers is an asset.

MCFCS offers a supportive and progressive work environment, competitive salaries, excellent benefits package and training opportunities.

Please submit your resume under cover letter indicating the competition number:

**Human Resources
Metis Child and Family Services Authority
Email: recruitment@metisauthority.com**

Deadline for applications: 4:00 p.m. Wednesday, February 6, 2019

We thank all who apply; however, only those selected for an interview will be contacted.

Preference will be given to Metis and Inuit applicants.