



# ***ISLAND LAKE FIRST NATIONS FAMILY SERVICES***

*Head Office:  
Garden Hill First Nation  
Garden Hill, Manitoba R0B 0T0*

*Phone: 1-204-456-2015  
Fax: 1-204-456-2641*

## **EMPLOYMENT OPPORTUNITY**

**POSITION:** ASSOCIATE EXECUTIVE DIRECTOR- PERMANENT  
**LOCATION:** Island Lake Region

### **POSITION SUMMARY:**

Island Lake First Nations Family Services (ILFNFS) is seeking an experienced Associate Director to join our team. The incumbent must have knowledge of the field of Child and Family Services and the application, interpretation, and implementation of child welfare policy, protocol, procedures, programs standards and legislation. The individual must have current knowledge of the Aboriginal Justice Inquiry-Child Welfare Initiative. The Associate Director reports directly to the Executive Director of ILFNFS.

### **KEY RESPONSIBILITIES:**

- Personnel Administration
- Fiscal Administration
- Program and Development; consistent with the agency's strategic plan
- Service Delivery
- Public Relations and Liaison

### **QUALIFICATIONS:**

- MSW, BSW and/or equivalent degree; a comparable combination of education and work experience of minimum of five years';
- Minimum of five years of Management and Leadership experience;
- Fiscal and Operational Management experience;
- Demonstrated experience and competence in Strategic Program Planning, Implementation and Evaluation;
- Aware and understanding of Child Welfare Act and CFS Authorities Act;
- The ability to work and communicate effectively with Senior Management and Board of Directors;
- Demonstrated ability to liaison with Government and Funding entities;
- Must possess excellent written and oral communication skills;
- Knowledge of and respecting the values and traditional philosophy of the Island Lake region
- Ability to speak Oji-Cree would be an asset.

**SALARY:** Will depend on education and experience

**COMPETITION #:** 612084-90

**APPLICATION DEADLINE:** January 18, 2019 @ 5:00pm

Interested applicants are encouraged to forward their cover letter, resume, along with three (3) professional references. One (1) reference must be from a direct supervisor with your most recent employer.

Human Resource Department  
Island Lake First Nations Family Services  
E-mail: [hr@ilfnfs.ca](mailto:hr@ilfnfs.ca) Fax: 204-943-4604

ALL APPLICANTS WILL BE SCREENED AND SUBJECT TO PRIOR CONTACT, CHILD ABUSE AND CRIMINAL RECORD CHECKS.  
WE THANK ALL WHO APPLY, HOWEVER ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED.

#### *Sub-offices:*

*St. Theresa Point, Manitoba  
R0B 1J0  
Phone: (204)462-2114*

*Wassagamach, Manitoba  
R0B 1Z0  
Phone: (204)457-2469*

*Red Sucker Lake, Manitoba  
R0B 1H0  
Phone: (204)469-5444*

*Winnipeg, Manitoba  
103-1821 Wellington R3H0G3  
Phone: (204)987-9444*