



**KUNUWANIMANO**  
**Keeping our Own**

Kunuwanimano Child and Family Services is a not-for-profit child and family services agency offering services in a holistic manner to strengthen children and families in their own communities in the context of their unique cultural heritage.

## Program Supervisor

**COMPETITION:** 18-18

**LOCATION:** New Liskeard, ON

**STATUS:** Full Time - 35 hours per week

**CLOSING DATE:** Open until Filled

**JOB SUMMARY:** Reporting to the Program Manager, the Program Supervisor, is responsible for the provision of intake and investigation, child protection, prevention and alternative care services to families within the eleven (11) First Nations communities served by Kunuwanimano Child and Family Services.

### REQUIRED QUALIFICATIONS:

- MSW or BSW with previous child welfare experience within First Nations communities
- Two (2) years of previous supervisory experience within a social service context
- Comprehensive knowledge of the Child and Family Services Act with an emphasis on Part X;
- Must possess a valid "G" Ontario Driver's license, be willing to travel, able to work flexible hours, able to work independently and provide on-call services when required;
- Must produce clear Criminal Record Check with Vulnerable Sector Screening
- Ability to speak a native language considered a major asset.
- Demonstrate excellent management, problem solving, negotiating, decision making, planning, and communication skills;
- Demonstrate excellent analytical skills in order to evaluate program needs and results;
- Demonstrate the ability to organize and prioritize a variety of competing and urgent demands;
- Knowledge of and experience with word processors and/or database systems;

### KEY RESPONSIBILITIES:

- Ensures the provision of equitable, respectful and culturally relevant service
- Oversees the day-to-day operation of all child protection and support services
- Ensures compliance with all legislative requirements; all reporting and documentation requirements and standards, within prescribed timelines
- Provides leadership, direction, guidance, support and ongoing supervision to a protection team and ensures employee understanding and alignment with mission, vision, values and strategic priorities of Kunuwanimano;
- Maintains effective partnerships with First Nations Councils, elders, committees, and applicable agencies;
- Ensures the prompt assignment, transfer and closing of cases and maintains detailed records and systems for tracking cases;
- Responds to issues and complaints, in accordance with the procedures and protocols detailed in the Complaint Review Process, Serious Occurrences and Service Reviews;
- Participates in the ongoing evaluation and review of programs and services, to ensure, the provision of culturally appropriate and relevant services to First Nations children, families and caregivers;

**We offer competitive benefits, compensation packages, OMERS pension plan and opportunities for professional development.**

Please refer to our website: [www.kunuwanimano.com](http://www.kunuwanimano.com) for posting details. A detailed job description is available upon request. Please quote the Competition No. in your cover letter and resume, and submit by email to [HR@kunuwanimano.com](mailto:HR@kunuwanimano.com) or by mail to:

**Kunuwanimano Child and Family Services**

Attn: Human Resources,  
38 Pine St N, Unit 120,  
Timmins, ON P4N 6K6

Please note that preference will be given to qualified First Nations and Aboriginal applicants. Please self-identify. We welcome and encourage applications from people with disabilities. Accommodation is available on request from candidates taking part in all aspects of the selection process.

**Thank you for your interest in our Agency. Only those considered for an interview will be contacted.**