



DOCFS EMPLOYMENT OPPORTUNITY

SIGNS OF SAFETY COORDINATOR

Forest Hills Administrative Office

Dakota Ojibway Child & Family Services requires a Signs of Safety Coordinator for the Forest Hills Administrative Office. The position is responsible for providing a wide range of Child & Family Services. The Signs of Safety Coordinator will be responsible for overseeing the planning, co-ordination, and implementation of the Signs of Safety Intake Program. Ensure the training, and maintenance of the Signs of Safety Program. Reports directly to the Executive Director.

Applicants must meet the following criteria:

- B.S.W., Post-secondary degree in a related field of study and/or Child & Family Services Diploma
- Minimum of two years' experience in Child & Family Services providing mandated/voluntary services
- Knowledge of the Manitoba Child & Family Services Act
- Demonstrated knowledge of collateral services/community resources and how to access
- Good time management and organizational skills
- Have a valid driver's license, access to a vehicle and willing to travel
- Excellent work record/history
- Demonstrated knowledge and respect for the Dakota and Ojibway cultures and traditional philosophies
- Ability to speak Dakota and/or Ojibway a definite asset

Salary commensurate with education and experience. All applicants must submit with their application a current Criminal Record Check (with Vulnerable Section Query), Prior Contact Check, and Child Abuse Registry Check. Interested parties should apply in writing including three written references to:

Dakota Ojibway Child & Family Services Inc.
Forest Hills Administration Office
Swan Lake First Nation
Box 310 Carberry, MB R0K 0H0
Attention: Human Resource Coordinator
Phone: 204-834-2323 Fax: 204-834-2306
Email: hr@docfs.org
APPLICATION DEADLINE: May 30, 2022 (4:30 PM)

We thank all who apply, however, only those selected for an interview will be contacted. Preference will be given to Indigenous people and applicants are asked to self-declare in their resume or cover letter.