



## **DOCFS EMPLOYMENT OPPORTUNITY**

### **CUSTOMARY CARE COORDINATOR**

(2 Year Term)

**Forest Hills Administration Office  
Located South of Carberry, MB**

Dakota Ojibway Child & Family Services requires a Customary Care Coordinator for the Forest Hills Administration Office. The position is responsible for providing consultation, direction and support to the CFS Workers on all Direct Service matters (i.e. children – in – care, family services, and family enhancement.) 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
- Five years of experience in child & family services providing mandated/voluntary services with at least two years in a supervisory capacity
- Knowledge of the Manitoba Child & Family Services Act and the current changes to the Child & Family Services system
- Demonstrated knowledge of collateral services/community resources and how to access
- Have a valid driver's license, access to a vehicle and willing to travel
- Good time management and organizational skills
- Excellent work record/history
- Demonstrated knowledge and respect for the Dakota and Ojibway culture 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](mailto:hr@docfs.org)  
APPLICATION DEADLINE: September 18, 2019 (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.