



Job Opportunity
Director, Post Majority Support Services
Sipekne'katik First Nation

Application Deadline:
Thursday August 22, 2024 – 12:00pm

Anticipated Start Date:
September 23, 2024 (sooner start date possible)

Salary Range:
\$90,000-\$115,000 annually

General Description:

Reporting to the Director of Operations and Director of Administration, the Director of Post Majority Support Service will ensure the development and implementation of plans, policies, procedures, and practices of the Sipekne'katik Post Majority department.

The Director is responsible for overseeing, supervising, training post majority support services social workers and care workers. The objective is to create a collaborative team who work alongside other departments to provide a strong support network for youth and young adults who are eligible for these services.

Responsibilities:

- Familiarization with the requirements for Post Majority Support Services from Indigenous Service Canada (ISC).
- Regularly providing details reports, documentation and feedback regarding the direct and indirect services provided by ISC and/or other organizations who support the program.
- Annual applications to ISC for continued financial support of the Post Majority Support Services program.
- Develop and implement policies and procedures which reflect First Nations's increasing responsibility for the delivery of post majority services and ensure cultural competence.
- Monthly financial, service delivery and needs reports.
- Provide Sipekne'katik youth and young adults with financial supports based on the framework within policies to ensure the opportunity to thrive in various capacities; Education, Professional Development, Housing, Mental Health, Physical Health, Social well-being, Community Language and Culture
- Create a wrap-around approach based on the distinct needs of Sipekne'katik youth and young adults.
- Support the meaningful (re)connection of youth and young adults with their families, culture, and community, develop supports that promote reunification or repatriation.
- Collaborate with finance department to ensure that all financial claims are processed and managed accordingly.
- Conduct assessments and development plans in collaboration with Post Majority Care Workers, youth, and young adults.



This work description has been designed to indicate the general nature and level of work performed by employees in this classification. It is not defined to contained or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the job.

Qualifications:

- Post Secondary education in Social Work, minimum of a bachelor's degree in social work and a registered member in good standing with NSCSW; Masters Degree preferred.
- 3+ years of Management in a Social Services setting.
- Proven understanding of relevant legislation of Post Majority Services, CHRT 8, Nova Scotia Department of Community Services and Mi'kmaw Family and Children Services of Nova Scotia.
- Experience developing and writing reports; financial, funding, government and internal.
- Experience working directly with Indigenous youth who have experiences with the Child and Family Services and/or Foster Care.
- Valid drivers license, insurance and regular access to a reliable vehicle.
- Satisfactory Criminal Record Check, Vulnerable Sector Check and Child Abuse Registry.

Benefits

This position comes with a variety of benefits including health, dental, disability and life insurances, an employee & family assistance program and an employer pension plan.

Please apply with a resume, cover letter, criminal records check and three work references to:

Human Resource Department

Email employmentapplication@sipeknekatik.ca

Or

Mail/drop off: 522 Church Street, Indian Brook, NS B0N 2H0

We are an equal opportunity employer; however, qualified Indigenous applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. The Band will not assume any expenses related to any job-related application process, included but not limited to travel, relocation, and application development. Please note certain positions come with mandatory employee benefits.

Only those applicants who qualify for an interview will be contacted.