



VANCOUVER ABORIGINAL CHILD & FAMILY SERVICES SOCIETY

Our Children, Our Future, Our Responsibility

Residential Resources Program Manager

At VACFSS, we ensure that the rights, safety, well-being and spirit of Aboriginal children and families are upheld, honored and protected. We strive to eliminate oppression, discrimination and marginalization within our community. We acknowledge and honor the inherent wisdom, capacity and resourcefulness of our community in designing programs and services to care for our own children and families. Accordingly, we are dedicated to planning, developing, and implementing creative and innovative Aboriginal programs and services in collaboration with members of our community and other agencies.

POSITION AND PROGRAM OVERVIEW

Job Title:	Residential Resources Program Manager	Employment:	Regular full-time (Excluded)
Location:	3284 East Broadway, Vancouver BC	Salary:	\$91,110.00 annually
Hours:	8:30–4:30 Monday-Friday (35 hrs weekly)	Posted Date:	January 2, 2019
		Closing Date:	January 25, 2019

VACFSS' Residential Resources is responsible for the administration and management of foster homes in the Vancouver geographic area. This responsibility involves recruiting, training, supporting and monitoring Aboriginal foster parents as well as non-Aboriginal caregivers who have a connection to the Aboriginal community. VACFSS also maintains a partnership with MCFD for the use of the staffed specialized resources for children and youth whose needs cannot be met in family care settings. Our Residential Resources Program is guided by the philosophy that children need to remain connected with extended family, their heritage and community while in foster care. The approach is known as "inclusive foster care" and provides opportunities for biological and extended family members to participate in the day-to-day care of the

Reporting to the Director of Programs, the Manager of Residential Resources is responsible for the day-to-day management of the Residential Resources Program providing leadership and coordination in the recruitment and retention of residential child and family resources. The Residential Resources Manager is responsible for the overall coordination of contracted services within the society which includes:

- Monitoring support to caregivers' contracts.
- Linking directly with to Directors of Operations to assure the appropriate array of services to meet the varying needs of clients.
- Providing vision, direction, guidance and leadership to Program staff and others.
- Plays a key role in providing expertise to program managers within the society to ensure the effective and efficient use of contracted services.

This position requires ongoing evaluation, policy development, implementation and training of staff to ensure that it is congruent with a trauma informed approach to healing for children, youth and families within the VACFSS child and family service system. The successful applicant will manage the Residential Resources strategic priorities including program planning, accountability to agency standards and policies, budget tracking and management, staffing and partnership with the community with the goal of securing homes to meet the needs of Aboriginal children.

Other duties and responsibilities may be assigned from time to time, consistent with your qualifications and experience for a management position.

Additional Skills

- Experience working in an Aboriginal agency with strong knowledge of Canada's Aboriginal people
- Advanced knowledge of Child, Family and Community Services Act and related legislation, policies, provincial and government systems
- Demonstrated ability and practical working knowledge of Contract and Budget Management
- Experience working in not-for-profit organizations
- Human Resources Management in a Union environment preferred
- Proficient with Microsoft Office
- Strong analytical and problem solving skills
- Ability to have flexible working hours during time-sensitive periods essential
- Strong organizational skills



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- Ability to effectively lead and manage a diverse group of people
- Excellent written and oral communication skills

A comprehensive position profile will be available to candidates shortlisted for the position.

QUALIFICATIONS:

Education and Experience

- MSW or MA Clinical Psychology; and
- 5 years of experience as a Supervisor or Manager; and
- 5 years of experience in Aboriginal Child Welfare; and
- Experience in managing large budgets and preparing financial reports.

Other requirements:

- A valid BC Driver's Licence and access to a safe, reliable vehicle
- Training in leadership and management preferred
- Strong practical knowledge of Microsoft Office including Excel
- Successful completion of a Criminal Records Check required

APPLICATION PROCESS:

This position will remain open until a successful candidate is hired. Interested applicants may apply by completing the VACFSS Application (<https://vacfss.wufoo.eu/forms/r1dbtk6v16t2lzf/>) on the Employment Opportunities webpage at www.vacfss.com. Please complete the form and attach your cover letter and resume. We thank all candidates for their interest; however, only those selected for an interview will be contacted.

Preference may be given to Aboriginal applicants for this position as per Section 41 of the Human Rights Code.