



Driftpile Cree Nation

Post Majority Support Services (PMSS) Director Job Posting

Driftpile Cree Nation (DCN) is a proud and culturally strong First Nation located between the towns of Slave Lake from the west, and High Prairie from the east, approximately 340 km northwest of Edmonton. The Nation is nestled on the south shore of Lesser Slave Lake. As the second-largest lake entirely within the Alberta boundaries Lesser Slave Lake is a stunning destination for birders and wildlife enthusiasts. We are signatory to Treaty 8 and a member of the Lesser Slave Lake Indian Council. As stewards of the land, we will ensure that the best sustainable practices are followed, now and in the future. DCN's Child & Family Services (CFS) provides support and preventative resources for individuals and families based on cultural practices, laws, and traditions.

Job Overview

Reporting to the Executive Director, Chief Kinosew Awasak Mikiwahp, the Post Majority Support Services Director functions within legislative requirements, regulation, policy, and practice. The incumbent oversees Post Majority Support Services (PMSS) program development, implementation, and evaluation. The Director promotes the agency vision, mission and contributes to accomplishing strategic priorities that support program measures and positive outcomes.

PMSS program activities focus on Driftpile Cree Nation youth leaving care and young adults formerly in care aged 15-26 as they prepare for independence and are exiting or leaving care due to having reached the age when mandated or legislated services end and for those young adults formerly in care. The Director must understand current and emerging issues of importance to young adults, including a good understanding of health issues affecting youth and young adults such as FASD, drug and alcohol addictions, intergenerational trauma, mental health, suicide, and other behavioural issues. As a lead, the Director promotes trauma informed practice, crisis management and strength's based problem-solving approaches designed to meet the needs and life plans of young people.

Responsibilities

Leadership:

- Develop and implement effective strategies that support the PMSS program delivery and success by being a role model who is accountable, adaptable, confident, creative and enhances, guides, influences and inspires teamwork.
- Utilize effective communication skills, empathy, integrity and able to establish and maintain collaborative working relationships promoting coordination of services with internal teams and external partners.

Program Management:

- Maintain knowledge of Chief Kinosew Awasak **Wiyasewewin (Chief Kinosew Children's Law)**, PMSS program policies and practices, including Cree cultural protocols and practices.
- Maintain knowledge of jurisdictional child & family services across Canada and interpret various acts and legislation that effect Indigenous young people.

- Provide the Executive Director with timely briefings and information, enabling informed decision-making, including reporting and data collection methods.
- Ensure familiarization with Department of Indigenous Services Canada (ISC) documentation related to the Canadian Human Rights Tribunal (CHRT).
- Complete administrative functions and reports in compliance with agency requirements. Formalize monthly reports in collaboration with PMSS Supervisor for service coordination review, analysis and referral activity and service gaps related to mandated and non-mandated services.
- Establish working relationships and to develop strong, effective teams.
- Promote collaboration and partnerships with internal and external parties.
- Work closely with Finance team to ensure that all financial claims are processed and managed according to agency policies.
- Comply with agency human resource management and finance policy. Ensure compliance with privacy, confidentiality, and records management standards.
- Perform other related duties, as required.

Qualifications

- Degree in Human Services, Social Work or related field.
- Community College or Diploma may be considered.
- Minimum of five (5) years of management experience.
- Valid Class 5 Driver's License, with an up-to-date driver-abstract.
- Criminal Record and Child Intervention Record checks.
- Microsoft Office software, emails, databases, excel.
- Knowledge and understanding of First Nation culture and communities.
- Cree Language is an asset.