

# Metis Child, Family & Community Services Agency Inc



invites applications for the following

## CASUAL DRIVER

### Winnipeg, Manitoba

Metis Child, Family and Community Services (MCFCS) is a mandated child and family services agency with the responsibility to administer and manage culturally appropriate community based child protection and support services for Metis, Non-Status and Inuit people in Manitoba.

#### **Casual Driver (Competition #2011-0915C-CD)**

Under the direction of the Volunteer Coordinator, the Respite Worker will transport children to family visits, therapy or other appointments. The Worker will be required to pass time while waiting for children to complete their appointments/visits. Hours worked are flexible, including days, evenings and weekends. Drivers receive an hourly wage and mileage rate.

#### **Key Duties and Responsibilities:**

- Transporting babies, toddlers, young children, youth and teens to and from supported family times, therapy, medical and other appointments
- Maintain a safe and nurturing environment
- Provide written documentation as required
- Submit bi-weekly time sheets and mileage documentation
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#### **Qualifications:**

- Current class 5 license
- Clear driving abstract
- Access to a reliable vehicle that has a back seat and seat belts
- Ability to relate to children and adults in a warm, caring respectful manner
- Excellent communication and problem solving skills
- Strong documentation skills
- Flexible
- Criminal Record check, Child Abuse Registry check and Prior Contact checks are completed

**Prior to commencing employment, you are required to provide the results of a Criminal Record Check and consent authorizing the Agency to conduct a Child Abuse Registry Check and Prior Contact Check.**

**MCFCS offers a supportive and progressive work environment; as well as, competitive salaries and excellent training opportunities.**

Please submit your resume with cover letter and competition number to:

#### **HR COORDINATOR**

**Metis Child, Family and Community Services Agency  
1261 Main St., Winnipeg, Manitoba, R2W 5G9,  
FAX: 589-2697 or email: [hr@metiscfs.mb.ca](mailto:hr@metiscfs.mb.ca)**

Applications will be accepted until **October 3, 2011.**

**We thank all who apply, however, only those selected for an interview will be contacted.  
Preference will be given to Metis and other Aboriginal applicants.**