



First Nations of Northern Manitoba Child and Family Services Authority

Education & Training Coordinator Permanent Position – Thompson Office

The First Nations of Northern Manitoba Child Family Services Authority is responsible for administering and providing for the delivery of Child and Family Services to twenty-seven First Nation communities through six mandated First Nations CFS agencies. The Northern Authority also oversees two Designated Intake Agencies: one in Thompson under the mandate of Nisichawayasihk Cree Nation Family and Community Wellness Center and one in The Pas under the mandate of Cree Nation Child and Family Caring Agency.

Responsibilities:

The incumbent is responsible for developing, implementing and managing a comprehensive training strategy for Northern Authority and the agencies it mandates. Jointly, with agencies the incumbent will develop a 5-10 year training plan that spells out needs, types of training, identified outcomes, resource and coordination requirements. The plan should be comprehensive and include training for social work staff, management staff, supervisors, administrative support staff, IT staff, finance staff, support service staff (parent/family/child support workers, foster parents), and board members.

Duties also include participation as a Northern Authority representative at the Joint Training Unit that manages the special training initiatives outlined in the AJI-CWI and at the Northern Joint Training Development Committee.

Qualifications:

Required:

- Post secondary education degree or certificate in social sciences, education, human resources or a related field. An equivalent combination of education and experience may be considered.
- Direct experience in Training and Development.
- Excellent research and project management skills.
- Excellent organizational and communication skills.
- Ability to work with various collaterals to effectively plan and coordinate training opportunities for Authority and Agency staff as it relates to CFS.
- Effective time management skills with the ability to set priorities and meet critical deadlines.
- Demonstrated ability to work independently and under minimal supervision.
- Proficiency with Microsoft Office software products including Word, Excel, Outlook and PowerPoint.

Asset:

- Ability to speak an Aboriginal language

Successful candidates may be subject to security checks including a Criminal Record check. Your cover letter and résumé must clearly indicate how you meet the qualifications.

Salary: Based on qualifications

Deadline for Applications: September 26, 2011

Apply to:

Advertisement #NA019

First Nations of Northern Manitoba

Child and Family Services Authority

Human Resources

206-819 Sargent Avenue

Winnipeg Manitoba R3E 0B9

Fax: (204) 942-1858

Email: humanresources@northernauthority.ca

Phone: (204) 942-1842

"We thank all who apply and advise that only those selected for further consideration will be contacted."

Employment Equity is a factor in selection. Applicants are requested to indicate in their covering letter or resume if they are from any of the following groups: women, Aboriginal people, visible minorities and persons with disabilities.