



VANCOUVER ABORIGINAL CHILD & FAMILY SERVICES SOCIETY

Our Children, Our Future, Our Responsibility

Resources Program Manager

Position:	Resources Program Manager	Salary:	\$98,154.00 - \$109,119.00
Status:	Permanent full time; Excluded	Hours:	8:30 am - 4:30 pm Monday to Friday
Department:	Resources	Posted:	October 21, 2022
Location:	3284 East Broadway, Vancouver BC	Closing:	Screening asap, open until filled.

At VACFSS, we ensure that the rights, safety, well-being and spirit of Indigenous 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 Indigenous programs and services in collaboration with members of our community and other agencies.

- Join an Agency that strives to provide services to strengthen Indigenous families culturally and spiritually!
- Learn, develop, and practice Restorative Indigenous Child Welfare Practices across Agency programs!
- Step into a leadership role that supports a program of dedicated helpers!

The mandate of the Resources Program is to provide safe alternate care that promotes the well-being and cultural identity of Indigenous children. Children's best interests are at the center of the work. The Resources Program recruits, assesses, trains, and supports caregivers to join the child's circle and provide care that meets the child's physical, mental, emotional, and spiritual needs. The Resources Program provides support and respite caregiving services that enable children to remain living at home with their families, and full-time caregiving services to children who cannot live at home. The program supports caregivers to keep children in relationship with their parents, families, and communities, to strive to return children home to their parents, families, and communities, and to stay part of the circle after the child has left the caregiving home.

Reporting to the Director of Programs, the Resources Program Manager is responsible for the day-to-day management and operations of the Resources Program with respect its mandate above and working collaboratively across program areas. In this position, the Manager will be actively involved in various committees, planning, organizing, leading, directing and Restorative Supervision, controlling, contract management & negotiations, audit & program evaluation, cross program collaboration, program linkages, occupational health & safety, as well as Restorative Indigenous Child Welfare Practice. The Resources Program 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 Programs to assure an appropriate array of services to meet the varying needs of children and youth in care, who require respite and out of care placements.
- 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 resources.

This position provides ongoing program evaluation, policy development, implementation, and training of staff to ensure congruency with a trauma informed approach to services for children, youth, and families within the VACFSS child and family service system. The successful applicant will manage the program's strategic priorities including program planning, accountability to agency standards & policies, budget tracking & management, staffing, and partnership with the community with the goal of securing homes to meet the needs of Indigenous children.



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

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

KEY COMPETENCIES:

- Relational Engagement
- Leadership
- Collaborative Planning and Decision Making
- Emotional Competency
- Resilience
- Cultural, Spiritual Expression

QUALIFICATIONS:

- BSW, or BA in a related field; or
- MSW or MA in a related field (preferred); with
- Minimum 5 years of experience as a Supervisor or Manager; and
- 10 years of experience in Indigenous Child Welfare.
- Experience in managing budgets, contract management and preparing financial reports.
- C3 Delegation Training will be provided.

OTHER REQUIREMENTS:

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

ADDITIONAL SKILLS

- Knowledge of Canada's Indigenous people.
- Advanced knowledge of Child, Family and Community Services Act and related legislation, policies, provincial and government systems.
- Experience working in not-for-profit organizations.
- Human Resources Management in a Union environment preferred.
- Proficient with Microsoft Office including Teams.
- Strong analytical and problem-solving skills.
- Ability to have flexible working hours during time-sensitive periods essential.
- Strong organizational skills.
- Ability to effectively lead and manage a diverse group of people.
- Excellent written and oral communication skills.

BENEFITS:

- Extended health and dental
- Group life and AD&D
- Employee and Family Assistance Program
- 100% employer-paid premiums
- 4 weeks of vacation
- Public Service Pension Plan
- Access to VACFSS' Staff Cultural Clinical Counselor, Elder
- Access to Indigenous Cultural Teachings as coordinated by the Agency

APPLICATION PROCESS:

Applicants may apply by completing the Application on the Employment Opportunities webpage www.vacfss.com or by using the following link: <https://www.vacfss.com/join-us/apply-for-a-job/>. We thank all candidates for their



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interest; however, only those selected for an interview will be contacted. VACFSS values a diverse work force, preference will be given to qualified Indigenous candidates as per Section 41 of the Human Rights Code at this time.

We're committed to providing safe and healthy workspaces in all our office locations to protect our employees, those whom we support including children, youth, families, caregivers as well as community partners. Due to the nature of our Agency's work in providing essential services, VACFSS requires all employees to be fully vaccinated against COVID-19. Proof of vaccination will be required for staff and will apply to new employees to the Agency. VACFSS will consider its obligations to accommodate those staff who are unable to be vaccinated.

Situated on the unceded and occupied territories of the Coast Salish Peoples, including the x^wməθk^wəyəm (Musqueam), Sk̓wxwú7mesh (Squamish), Selílwitlh (Tseil-Waututh), and Stó:lō nations.