



JOB POSTING
SERVICE MANAGER (PROTECTION UNIT)
FULL-TIME INDEFINITE HIRE
AKWESASNE CHILD & FAMILY SERVICES
DEPARTMENT OF COMMUNITY & SOCIAL SERVICES

SALARY LEVEL: DCSS PAY BAND 10/11 \$87,796.80 - \$145,974.40 ANUALLY
DEADLINE TO APPLY AUGUST 11, 2025 BY 4:00PM

SUMMARY OF RESPONSIBILITIES:

Under the supervision of the Program Manager, the incumbent is responsible for managing, directing and evaluating the Agency service delivery in a way that promotes full compliance with Ontario Child and Family Services Act /Quebec Youth Protection Act, regulations, standards and guidelines, as well as meeting MCA and ACFS standards, policies and procedures.

QUALIFICATIONS:

- MSW or equivalent (related to the human services field) or in the process of obtaining and commitment to completion as a condition of continued employment, or;
- A BSW or equivalent with a minimum of seven (7) years of experience in the human services field including a minimum of two (2) years of experience in a management / supervisory role;
- Demonstrated management capabilities in the areas of clinical practice, client outcomes, personnel and program development, community service collaboration, public speaking and change management;
- Proficiency in computer programs and statistical reports.

All interested applicants **MUST** submit all of the following documents:

1. a cover letter,
2. resume,
3. copies of all relevant certificates/diplomas,
4. status card (if applicable) and
5. three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment.

Applicants must clearly outline that they meet the qualification requirements on their resume. Native preference in hiring. A criminal record check is mandatory before start of employment.

As a requirement of employment, all applicants must have a Canadian Social Insurance number. An eligibility list will be created for one year. We thank all applicants for their interest, however, only qualified candidates invited for an interview will be contacted. MCA reserves the right to retract, postpone, or revise employment opportunities at any time.

Submit application packages using one of the following methods (email preferred):

E-mail: jobs@akwesasne.ca

Mail: MCA Staffing Officer, PO Box 90, Akwesasne, Quebec H0M 1A0

Drop Off: 10 Akwesasne St, Administration Building #3, Akwesasne, Quebec H0M 1A0