



**JOB POSTING  
PROGRAM MANAGER  
FULL-TIME INDEFINITE HIRE  
AKWESASNE FAMILY WELLNESS PROGRAM  
DEPARTMENT OF COMMUNITY & SOCIAL SERVICES**

**SALARY LEVEL: MG03 ST 3 \$83,625.62  
DEADLINE TO APPLY: APRIL 3, 2024, BY 4:00PM**

**SUMMARY OF RESPONSIBILITIES:**

The Incumbent is responsible for the daily operations and security of the Akwesasne Family Wellness Program, which has a total of 50 crisis residential beds. The Program Manager develops, implements and monitors all services and components of the shelter programs (i.e., women's shelter, men's shelter), a second stage Transitional Housing Program, and the Prevention Program, through a culturally sensitive comprehensive educational program that uses trauma informed practices. The Program Manager provides clinical supervision to the Program Supervisors and staff and oversees all therapeutic programming and services. The program Manager develops, implements, monitors and evaluates the effectiveness of the Domestic Violence Prevention Program, activities in the community, (2) shelters, Human Trafficking Program and the Outreach Program. Oversees a total of 19 staff members of AFWP.

**QUALIFICATIONS:**

- Masters of Social Work degree or a related field;
- With a minimum of 5 years work experience in a 24-hour crisis program or a social work related field;
- Certified Drug and Alcohol Clinical Supervisor (willing to obtain)

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](mailto: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