



JOB POSTING
ON-GOING SERVICE SUPERVISOR
FULL-TIME INDEFINITE HIRE
AKWESASNE CHILD & FAMILY SERVICES
DEPARTMENT OF COMMUNITY & SOCIAL SERVICES

SALARY LEVEL: DS05 ST 3 \$60,257.57
UNDERFILL SALARY LEVEL: DS05 ST 2 \$57,939.97
DEADLINE TO APPLY: OPEN UNTIL FILLED

SUMMARY OF RESPONSIBILITIES:

Under the supervision of the Program Manager or designate, the incumbent is responsible for the supervision and administration of On-going Service Unit operations and the coordination of service planning and the monitoring of service provision to clients and families, respecting Ontario or Quebec legislation, standards and requirements in the provision of these services and including services to Quebec youth under the Youth Criminal Justice Act.

QUALIFICATIONS:

- Bachelor of Social Work or equivalent;
- With three (3) years supervisory experience in the social work or human services field

UNDERFILL:

- Bachelor of Social Work or equivalent

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