



## DAKOTA OJIBWAY TRIBAL COUNCIL – HEALTH SERVICES

### EMPLOYMENT OPPORTUNITY

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**POSITION:** Jordan's Principle Supervisor  
Dakota Ojibway Health Services (DOHS) – Jordan's Principle

**ADVERTISEMENT #:** 2425-9b

**LOCATION:** Dakota Ojibway Health Services  
**BRANDON, MB**

**SALARY:** Based on education and experience

**INTERVIEWS:** To be determined

**CLOSING DATE:** Open until filled

#### JORDAN'S PRINCIPLE SUPERVISOR – OFF-RESERVE

Reporting to the Program Director for Dakota Ojibway Health Services (DOHS)–Jordan's Principle program, the Off-Reserve Supervisor is responsible for providing supervision, direction and monitoring the day to day operations of the Jordan's Principle Team – Brandon Office.

#### KEY RESPONSIBILITIES:

- Oversee the Jordan's Principle team to ensure quality professional and efficient services are delivered to community members
- Collaborate with Program Director to support and coordinate the development of minimum standard requirements for the Jordan's Principle Initiative and/or assist in the development of policies and/or by-laws
- Provide on-going support, mentorship and training to the Jordan's Principle team
- Assist in the evaluation of services as provided by the various health-care agencies and independent contractors
- Assist in facilitating the networking process between affiliated and independent communities in the Tribal Council area by promoting and organizing local inter-agency resource committees
- Provide consistent and comprehensive case management conferencing with DOHS Case Managers
- Review and approve DOHS Case Manager support submissions ensuring current DOHS standards are maintained
- Collaborate with Program Director to seek funding for positions as required

#### QUALIFICATIONS:

- Post-Secondary Degree (Bachelor of Nursing, Registered Nurse or Bachelor of Social Work) and/or equivalent experience and education will be considered
- Minimum three (3) years' experience in a supervisory capacity
- Proven understanding of First Nations culture, health care and referral process to children's rehabilitation programs
- Knowledge of relevant legislation such as CFS Act, Vulnerable Persons Legislation
- Knowledge of community resources on and off reserve available to clients and their families
- Skilled in financial management and all aspects of the budgeting process and cycle
- Ability to manage multi-dimensional programs, activities and priorities
- Experience conducting workshops, research and development
- Knowledge of Jordan's Principle purpose, programs and services,
- Must be highly organized, punctual, and reliable
- Must have excellent written and verbal communication skills
- Attention to detail and strong interpersonal skills
- Establish priorities, work independently, and proceed with objectives without supervision
- Proficient in use of Apple Products and Microsoft Office Applications

**CONDITIONS OF EMPLOYMENT:**

- Valid Manitoba Driver's License
- Access to a reliable vehicle
- Travel extensively throughout region
- Current Criminal Record Check and Child Abuse Registry Check

**We thank all who apply and advise that only those selected for an interview will be contacted.**

**Interested applicants are invited to forward a resume and cover letter, including two (2) references to:**

**Attn: Theresa Myran, Executive Assistant**

Ph: (204) 988-5370 Fax: (204) 947-5179

Email: [theresam@dohs.ca](mailto:theresam@dohs.ca)

**\*\*Please indicate the Advertisement Number and Position Title in the subject line and/or body of your email\*\***

**LATE OR INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED FOR FURTHER PROCESS OF APPLICANT CONSIDERATION.**