

Wakenagun Youth Healing Lodge

Residential Services Supervisor

SUMMARY:

The Residential Services Supervisor is responsible to manage the operations of the adult residential program, while also providing support and guidance to the staff. As a crucial member of the leadership team, the Residential Services Supervisor will oversee, coach, and mentor Wellness Workers to ensure their effective performance and clear understanding of their responsibilities within each cohort. The Residential Services Supervisor will facilitate appropriate and valuable training initiatives and develop individual work plans for employees aimed at enhancing their skillsets.

DUTIES AND RESPONSIBILITIES:

- Provide effective and meaningful leadership that supports the vision and mission of the healing lodge while incorporating 7 Grandfather teachings.
- Maintain staff training data and coordinate training as needed;
- Conduct research on community resources through social media sites and in-person visits;
- Develop and maintain a calendar of events and resources which will foster a strong sense of well-being and positive Indigenous identity;
- Prepare a weekly schedule for each day of programming using Soon software and prepare programming resources in advance for the upcoming week;
- Collaborate with the multi-disciplinary team to ensure positive and consistent communication is occurring in the program;
- Supervise wellness workers to ensure that they are performing their jobs effectively while providing “in the moment” coaching, mentoring, and guidance when needed in program delivery;
- Assesses, evaluates, and monitors staff’s strengths and deficits for the purpose of developing an effective employee workplan for enhancing worker skillset;
- Participate in and/or report to a variety of meetings, committees, Boards and/or other related groups to establish and maintain effective working relationships and support systems;
- Foster and maintain a safe, effective, and respectful work environment.
- Provide on call support when required.
- All other duties as assigned

ACCOUNTABILITY:

The **Residential Services Supervisor** is under the day-to-day Supervision of the Treatment Services Manager with further accountability to the overall performance to the Director of Treatment Services.

QUALIFICATIONS:

- Must have a valid driver's license and provide a current Driver's Record Search.
- Must provide a clear criminal reference check (PVSC), which includes screening for vulnerable sector.
- Must be fully vaccinated for COVID-19, unless unable as per a protected ground in the Human Rights Code. Ability to work independently and manage multiple projects and deadlines.
- Excellent oral and written communication skills, computer skills, conceptual and leadership skills, ability to work with groups in strategic planning and problem solving;
- Excellent interpersonal skills to develop and maintain effective and appropriate working relationships with individuals, co-workers, First Nation leadership and representatives of other agencies;
- Excellent analytical and organizational skills;
- Ability to consistently demonstrate sound ethics and judgment;
- Ability to maintain the confidentiality of information and professional boundaries;
- Initiative and ability to complete tasks with minimum guidance and supervision, and ability to manage competing demands in a team setting;
- Flexible schedule with ability to work evenings and weekends;
- Fluency in a NAN dialect (Cree, Ojibway or Oji-Cree) preferred

Education

- Undergraduate degree in a human services field or combination of education and experience that is deemed to be equivalent to an undergraduate degree.
- Experience in working with Indigenous people, family and communities

Experience

- **3 years** of practical experience in the social services field
- Experience in working with Indigenous people, families, and communities