



Job Opportunity

Position:	Northern Care Supervisor Competition #2025-33
Conditions:	Full Time Permanent
Department:	Northern Care Program
Location:	865 Main Street
Closing Date:	Open until filled

Shawenim Abinoojii is a non-profit service provider and Southeast First Nations-led organization. We offer comprehensive benefits, a rewarding work environment, and opportunities to challenge yourself, apply your skillset and be a part of a unique First Nations-led service model.

OVERVIEW: The Northern Care Supervisor is responsible for the effective management and supervision of the Northern Care program. This role involves leading a team of professionals, developing program strategies, and ensuring the delivery of high-quality care and support to Northern Care homes. The Supervisor will also be responsible for program development, staff management, and maintaining positive relationships with the community. This position will be required to travel to Community.

KEY RESPONSIBILITIES:

Management of Northern Care Staff

- Identify staffing needs and collaborate with the Director of Service.
- Knowledge of licensing standards for community homes.
- Supervise and guidance to staff; conduct performance evaluations and manage disciplinary actions.
- Organize and lead staff meetings; manage attendance and authorize leave.

Program Development and Oversight

- Develop and implement policies, procedures, and documentation for the Northern Care program.
- Determine effective program models and strategies.
- Participate in meetings with external entities.
- Manage program budgets and expenditures.
- Implement and monitor program evaluation measures.

Professional Development Coordination

- Source and approve training opportunities for staff.
- Support the implementation of training programs.

Community Engagement

- Maintain positive relationships with community members and stakeholders.
- Represent the Northern Care program at community events and meetings.
- Travel to community as operationally required and directed by Director of Service or Executive Director.

Reporting and Documentation

- Prepare and submit program updates and reports.
- Compile and analyze monthly statistics; contribute to the Annual Report.

On-Call Procedures

- Develop and manage on-call procedures and schedules.

Additional Responsibilities

- Develop and deliver presentations on the Northern Care program as required.
- Perform other related duties as assigned.

QUALIFICATIONS:

- Bachelor of Social Work or related degree is required.
- Post-secondary education and/or extensive experience in the Human Services field required.
- Significant supervisory experience required.
- Proven track record in program development and management.
- In-depth knowledge of First Nations perspectives culture.
- Strong interpersonal and organizational skills.
- Proficient in Microsoft Office and related software.
- Excellent communication skills.
- Satisfactory background checks (Child and Adult Abuse, Vulnerable Person, Criminal Record, PCC and driver's abstract).

Please visit our careers page to view our current opportunities and to submit your application directly:

[View jobs at Shawenim Abinoojii](#)

You are also welcome to apply to recruitment@shawenimabinoojii.org to or drop your resume off at our main office located at 865 Main Street.

WE THANK ALL WHO APPLY HOWEVER ONLY THOSE CANDIDATES SELECTED FOR AN INTERVIEW WILL BE CONTACTED. PREFERENCE WILL BE GIVEN TO INTERNAL CANDIDATES, SOUTHEAST COMMUNITY MEMBERS AND SELF-DECLARED CANDIDATES (FIRST NATIONS, INUIT OR METIS).