



Job Opportunity

Position:	Case Manager Competition #2025-34
Conditions:	Full-Time, Permanent
Department:	Northern Care Program
Location:	In Community & Winnipeg, MB
Closing Date:	Open until filled
Salary Range:	To be Based on Qualifications & Experience

Shawenim Abinoojii Inc. 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.

BENEFITS:

- ✓ Competitive salary
- ✓ Personal leave days and paid sick time
- ✓ Employer-matched Pension plan
- ✓ Comprehensive health and dental benefits package
- ✓ On-site parking
- ✓ Paid professional development

OVERVIEW:

Reporting to the Northern Care Program Manager, the Case Manager will be responsible for providing in-depth Case Management services, ensuring quality assurance measures are followed, conducting licensing practices, offering guidance & support for families, children, & communities in the Northern Care Program.

KEY RESPONSIBILITIES:

- Providing extensive Case Management Services to Foster Parents & homes in the Northern Care program's Foster Homes located in the 8 South East First Nations.
- The Case Manager is responsible for planning for & overseeing day-to-day operations of the homes to ensure the needs of the children placed in the home are being met.
- Establishing positive & healthy relationships with & providing support to the Northern Care Program Foster Parents through regular communication, meetings, & home visits.
- Participating in crisis intervention / de-escalation, mediation, & de-briefing with foster parents.
- Support House Parents in understanding & complying with program expectations & their roles, as well as the completion of important documentation (Incident Reports, Monthly Reports, etc).
- Following up & documenting concerns brought forward. Development of Foster Parent Care Plans.

- Consistent & regular travel to isolated First Nation Communities via small plane, boat, helicopter, etc to be present in the Northern Care Program Foster Homes. Regular travel is an expectation of this position to build relationships with House Parents, supports, families, and community.
- Travel to communities for 2 or 3 overnights in Shawenim accommodations in order to
- Facilitate quarterly Foster Parents meetings and meet with local CFS.
- To be informed of Community based events, promoting & supporting community engagement by ensuring children & families attend local community events.
- Assisting with the coordination & facilitating recreational opportunities in First Nation Communities.
- Overseeing licensing duties of Northern Care Program Homes.
- Recruitment, screening, initial assessments, & interviews of potential House Parents.
- Ensuring proper checks & paperwork is completed for licensing.
- Conducting orientations for potential/new foster parents.
- Completing Places of Safety & Foster Home Studies for new Foster Parents.
- Completing Annual Reviews, Addendums, & Closures as needed for each home in a timely manner.
- Conducting Foster Parent Removals when needed.
- Compiling documentation for & participation in Alternative Dispute Resolution (ADR) process.
- The Case Manager is responsible for providing the oversight needed in the Northern Care Program homes to ensure compliance with foster care regulations & standards are being met.
- Working closely with colleagues within the Northern Care program & other SAI departments to ensure successful service delivery.
- Providing regular support, guidance, & mentorship to the Community Coordinators & community staff in the First Nation Communities.
- Collaborating with Community Coordinator & Support Worker Coordinator to develop & maintain consistent schedule of Respite & Support Worker shifts.
- In partnership with the Community Coordinator ensure regular home visits at each Northern Care Program Foster Home are being conducted.
- Collaborating with SECFS Direct Services Workers & Supervisors.
- Planning & preparing for child placements & discharges.
- Planning, attending, & facilitating with SECFS & community collaterals.
- Ensure outcomes, assessments, & service plans are current & up to date.
- Documentation updating & keeping detailed Case Notes for all homes.
- Developing, implementing, & monitoring maintenance of Northern Care Program Home Care binders
- Review monthly reports & bi-weekly file records for each home, monitor for concerns or areas of improvement.
- Review program memos & directives with House Parents/Community Coordinators.
- Communicate to Northern Care Program Supervisor the observed training needs for House Parents, Support & Respite Workers

QUALIFICATIONS:

- Bachelor of Social Work (BSW) or equivalent is preferred

- A minimum of two (2) years experience in front line Case Management.
- Knowledge of Community based resources & how to access them.
- Knowledge in the areas of Addictions, Attachment, Mental health & Trauma & how it impacts families.
- Knowledge of the Child & Family Services (CFS) sector & foster care legislation.
- Demonstrate knowledge and/or understanding of Indigenous perspectives, First Nations culture & traditional philosophies.
- Strong assessment skills & experience conducting investigations including gathering an analyzing information to implement appropriate actions.
- Experience developing & supporting a strong, respectful team-based approach to service delivery.
- Excellent communication, organization, problem solving, & team skills.
- Demonstrate knowledge and/or understanding of First Nations perspectives, culture, and philosophies.
- Must maintain a high level of confidentiality.
- Ability to work in a fast-paced environment.
- Must be resourceful with a high attention to detail.
- Ability to prioritize tasks and effectively manage multiple priorities.
- Must have a clear Child and Adult Abuse Registry checks, Criminal Record Check with Vulnerable sector search and Prior Contact Check, required.
- Valid driver's license and a reliable vehicle with a satisfactory driver abstract, required.

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).