

<b>Position:</b>	Manager, Family Services	<b>Hours:</b>	35 hours/week Flexibility is required (Monday – Friday 8:30 a.m. – 4:30 p.m.)
<b>File No.:</b>	FACSFLA-2018-09	<b>Number of Positions:</b>	1
<b>Employment Type:</b>	Permanent Full time	<b>Location:</b>	817 Division Street, Kingston ON
<b>Date Posted:</b>	February 6, 2018	<b>Closing Date:</b>	February 23, 2018

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**Position Summary:**

Provide leadership and supervision to a team of Family Service staff. Assign referrals for investigation and/or ongoing protection services. Ensure staff carries out the child protection mandate of the Child and Family Services Act and the policies, practices and procedures of Family and Children's Services of Frontenac, Lennox and Addington. Provide leadership, feedback and assistance regarding agency services, program development and community collaborations.

**Required Qualifications:**

- Master of Bachelor of Social Work or Master's degree in a related field
  - Management training and experience
  - Strong leadership, organizational, planning skills
  - Strong interpersonal, communication, coaching skills
  - Knowledge of the Child and Family Services Act and Ministry of Children and Youth Services' standards
  - Ability to work effectively as a member of a team
  - Valid driver's licence with access to a vehicle
  - Child Protection Information Network (CPIN) experience an asset
  - Proficiency in a Windows environment using Microsoft Office Suite and Windows Explorer
  - Familiarity with other software such as e-mail programs, case recording software
  - Preference given to candidates who are Authorized Workers - (Completion of OACAS training courses)
  - Bilingualism (fluency in French and English) is an asset. Selected candidates will be assessed.
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**How to Apply:**

- To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: [hr@facsfla.ca](mailto:hr@facsfla.ca). Interested and qualified applicants are invited to apply in writing by February 23, 2018.
  - Please include the competition number and the title of the position in the subject line of the email.
  - Please submit cover letter and resume as single attachment.
  - When applying for multiple positions, please submit a separate application for each position following the above instructions.
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For further information, please visit our website at: [www.facsfla.ca](http://www.facsfla.ca)

We would like to thank all applicants; however only those selected for an interview will be contacted.

The Agency will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodations during the interview process, please contact Human Resources at [hr@facsfla.ca](mailto:hr@facsfla.ca) .

NOTE: We are a scent-free workplace.