



DIRECTOR YOUTH HEALING SERVICES (0341)

PERMANENT FULL-TIME

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| DEPARTMENT: | Youth Healing Services (012870) |
| WORK LOCATION: | Mistissini |
| MANAGEMENT LEVEL: | Senior Manager |
| STATUS: | 1 Permanent Full-Time |
| SALARY: | Class 41: Min. \$91,523 - Max \$118,980 |

SUMMARY OF THE POSITION

Reporting to the Assistant Executive Director Pimuhteheu the incumbent ensures the definition, planning, and development of the Youth Healing services', programs, policies and protocols. Ensures the line management, leadership, accountability, planning, budgeting, organization, coordination, reporting, evaluation and quality assurance thereof, and oversees the daily implementation and control of all activities related to the CBHSSJB Youth Healing operation of its two Group Homes and Reception Centre. Ensures such for the Bush Program and special projects in prevention and promotion.

Through a cross-appointment with the Pimuhteheu Group and Director of Youth Protection, collaborates in the planning of youth programs, the development of regional programs for the promotion of youth well-being and prevention of youth in difficulty, and other programming, evaluation and quality assurance functions.

The Cree Board of Health and Social Services of James Bay (CBHSSJB) is in a phase of development and going through a revision of its organization. The incumbent shall contribute to such revision and if requested be prepare to assume additional high-level responsibilities.



SPECIFIC FUNCTIONS

1. Ensures the operational access, leadership, accountability, planning, budgeting, organization, coordination, reporting, evaluation and quality assurance for the Youth Healing Services (YHS) including the two group homes, reception center, bush program and the delivery of special projects in prevention and promotion, according to the CBHSSJBs clientele approach:
 - o Ensures the direct supervision of the Intake advisor and PPRO and their functions;
 - o Ensures a high quality of life, service programming and healing for the clients, in accordance with best clinical practices and the respect of Cree culture.
2. Focuses on resolving problematic or ambiguous situations in the department and provides visible and engaging leadership to front-line staff. Must encourage mobilization around an organization of services that meets the collective and individual needs of the youth and assume an advisory and supportive role with the managers of the department.
3. Ensures and collaborates in the coordination of the delivery of YHS in consultation and cooperation with the Youth Protection Service, Community Miyupimaatisiun Centers (CMCs), the Mental Health and Dependencies Program and the Pimuhteheu Group.
4. Ensures the leadership, and the planning, organization and coordination for the development and programming of YHS, and the incorporation of such in policies, procedures, protocols and tools.
 - o Ensures such for YHS planning, and collaborates in planning for related integrated youth programming;
 - o Ensures such in collaboration with the programming function in the Pimuhteheu Group and the Director of Youth Protection with the goal of incorporating YHS and its intervention methods into organization- wide Cree social service models that are guided by the principles of a seamlessly integrated circle of care and multidisciplinary approach, organized by population age groups and the principles of Miyupimaatisiun, First Nation paradigms, prevention/promotion and community-centeredness.
5. Collaborates in the development of local and regional area networks of integrated youth services and programs both inside and outside of the region, across the circle of youth healing and social well-being services and programs.
 - o Ensures such for YHS planning, and collaborates in planning for related integrated youth programming;
 - o Ensures such in collaboration with the programming function in the Pimuhteheu Group and the Director of Youth Protection with the goal of incorporating YHS and its intervention methods into organization- wide Cree social service models that are guided by the principles of a seamlessly integrated circle of care and multidisciplinary approach, organized by population age groups and the principles of Miyupimaatisiun, First Nation paradigms, prevention/promotion and community-centeredness.
6. Ensures the identification and oversees the implementation of coordination and continuity mechanisms for the 24 hour per day year-round YHS as required.
7. Ensures the accessibility, continuity and complementarity of the services dispensed by the YHS with those offered by other resources within the communities, the organization (especially Youth Protection) or externally (i.e. Batshaw), in order to achieve a seamless integrated circle of care for the clients.
8. Ensures the development, implementation, support and supervision of the Quality Assurance Program for YHS. Develops quality assurance models and assessment tools, and supervises their implementation. Receives regular reports of quality assurance data collection.
 - o Ensures the supervision and follow-up of each client's individualized service plan;



- Ensures the development and evaluation of measures to evaluate and prevent risks, and the analysis of situations that are detrimental to clients. Makes recommendations accordingly;
 - Implement processes so as to be informed of all problematic situations or complaints concerning the quality of services, and ensures actions to rectify such, in collaboration with others;
 - Carries out quality assurance evaluation and monitoring activities for the clinical and professional service aspects of YHS, regarding the professional standards and quality of professional acts;
 - Ensures the development of systems, and ensures the compilation and analysis of incident reports, as well as QA and other statistics and indicators. Submits regular reports to their supervisor.
9. Ensures the evaluation of the needs for training of all his staff, (managers, senior staff and all other staff).
 10. Ensures the implementation of the policies and standards of the professional practice for the YHS and staff within the YHS. Ensures the development and evaluation of such, in collaboration with the Directors of Professional Service and Quality Assurance (DPSQA) and Director Medical Affairs and Services (DMAS).
 11. Oversees compliance with the YH professional codes, laws, regulations, protocols, ethics and guidelines with regards to the activities under their responsibility.
 12. Ensures the development, and oversees the circulation, application and compliance with the YHS clients and their families' individuality, privacy and rights, code of ethics and confidentiality, and that it is complementary to that of the organization.
 13. Develops an effective system for the preparation of intervention plans, record keeping (client file) and the maintenance of various records.
 14. Prepares the administrative, professional and clinical organizational plan and regional plan for the organization of YHS.
 15. Ensures that the programs and services provided under their responsibility are based on respect and autonomy of individuals and communities, and respond to their bio-psycho-social needs as well as cultural and spiritual needs.
 16. Ensures the implementation of mechanisms for the professional supervision of the staff within their responsibility, and their professional and clinical activities, and programming. Contributes under the leadership of the DPSQAs and DMAS in the design and evaluation of such. Participates with the Quebec orders or associations on the professional inspection process, in collaboration with the DPSQAs and DMAS.
 17. Ensures that the best practices are implemented and ensures the quality of services offered under their leadership, in a perspective of continuous improvement and evaluation, in support of the organization's management team.
 18. Ensures human, financial, material, and information resources management and the general administration of YHS.
 19. Represents YHS with other external agencies such as Batshaw, Cree School Board and Youth Addictions Centers.
 20. Ensures the implementation of the protocol agreement with Youth Protection.
 21. Be prepared to assume other high-level responsibilities as may be requested in view of the development phase and the reorganization of services
 22. Carries out any other function at the request of the supervisor.



REQUIREMENTS

Education and experience:

- Bachelor degree in Social Work or Psycho-Education;
- A Certificate or courses in administration are an asset;
- Four (4) years' experience in administration or leadership in a social service or re-adaptation environment.

Knowledge and Abilities:

- Good record in an appropriate level of YHS management or leadership, and human, financial, material and information resources management;
- Strong knowledge of the Quebec and MSSS programs, laws, regulations, network and orientations for Youth Protection and rehabilitation programs, and the Youth Criminal Justice Act (federal);
- Strong knowledge of youth healing (rehabilitation) practice, current issues, trends, and program planning and supervision, including the development of policies and programs and quality assurance systems;
- Strong knowledge of the strategic management of access and continuity of services, professional and organizational interdependence, information management, and evaluation;
- Strong leadership, multidisciplinary team functioning and line management skills;
- Strong knowledge of operational planning, organization and coordination; budget planning and financial management, and; human, material and information resources management;
- Knowledge of or ability to grasp the issues and context that relate to First Nation social services and youth healing;
- Knowledge of Eenou/Eeyou healing practices and paradigms;
- Knowledge of Cree culture and communities;
- Ability to apply Cree culture, values, traditions and teachings into programs and services management;
- Ability to effectively collaborate with all colleagues, as a team member and team leader;
- Meets the community's requirements regarding management and program philosophies and orientations;
- Excellent critical thinking, decision-making, planning and organizational skills;
- Results-oriented, autonomous, flexible, and ability to multi-task;
- Excellent interpersonal communication, and respectful programming leadership and teamwork skills;
- Human relations, coaching and mediation skills;
- Ability to share her vision for the youth and motivate her managers and staff;
- Excellent communication skills, both listening, written and presentation.

LANGUAGE

- Fluent in English;
- Fluency in Cree or French is an asset;



OTHER

- Willing to work evenings and weekends;
- Willing to be on call;
- Willing to travel extensively.

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| POSTING START/END DATE: | 2021-06-10 / 2021-06-24 |
| POSITIONS AVAILABLE: | 1 |
| HOUSING PROVIDED: | Yes, if hired more than 50 kilometers from the locality in which they are called upon to perform their duties |
| SHIFT TYPE: | Day |
| HOURS PER DAY/WEEK: | 7 / 35 |

HOW TO APPLY

To apply, please forward your resume to:

Cree Board of Health & Social Services of James Bay

Tel 514-861-5955 **Fax** 514-989-7495

Email jobs.reg18@ssss.gouv.qc.ca

With your application, please make sure to specify the Posting # and the Job title on which you wish to apply.

WE THANK ALL CANDIDATES WHO APPLY, HOWEVER ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED.

NOTES

In accordance with various Sections of the James Bay and Northern Quebec Agreement (JBNQA), the organization has the objective of staffing all of its positions with qualified and competent beneficiaries of the JBNQA.

Please note that applicants registered in the Indigenous Succession Plan may be considered for this position if they have sufficient university educational credits to be eligible for the management activities associated with this position.