



Nakiiwin Azheyaaksin
Employment Opportunity
Jordan's Principle Program Supervisor

Wiikwemkoong Child and Family Services is seeking **a qualified individual** to fill the position of Jordan's Principle Program Supervisor. Wiikwemkoong Unceded Territory (WUT) Child and Family Services oversees and advocates for child and family matters by following the principals and ethics of Wiikwemkoong's Gchi Naaknigewin, Wiikwemkoong's Children's Bill of Rights and Wiikwemkoong Community Standards. This will ensure the services are culturally appropriate to support the community's children and families in alignment with Anishnaabe values and practices. The Jordan's Principle Program Supervisor will report to the Director of Child and Family Services.

RESPONSIBILITIES

- Lead and oversee the Jordan's Principle Support Services Program.
- Manage operations within the Jordan's Principle department, and as such is responsible for supervising all activities.
- Ensure that service coordination and service flow processes from intake, ongoing service planning and discharge is completed based on Jordan's Principle, policy and procedures.
- Management and supervision of the Jordan's Principle Service Navigators, this includes identifying personnel needs, service gaps, hiring procedures, on-going evaluation, discipline, and succession planning.
- Advocate for the needs and rights of children and youth within the community ensuring their voices are heard and their well-being is prioritized.
- Ensure compliance with community protocols, bylaws, and Jordan's Principle policies.
- Maintain accurate and timely records of all interactions, casenotes, case plans and progress reports.
- Ensure confidentiality and safekeeping of all program documents and records are secured.
- Participate in ongoing professional development and training to stay informed about best practices in child welfare and family preservation.

REQUIREMENTS

- Bachelor of Social Work Degree and/or Post-Secondary Diploma in Social Services or related field with 4 years direct work experience in senior administration and supervision of staff.
- Knowledge of Wiikwemkoong Unceded Territory's programs and services.
- Excellent communication and interpersonal skills, with the ability to advocate for children and family's needs.
- Excellent conflict resolution and problem-solving skills.
- Experience working with various office systems and proficient computer skills.
- Ability to understand and speak Anishinaabemowin is a definite asset.

Salary: \$93,897.00 Grade 9, Step 1
Posting: September 16, 2026

Location: In-office Wiikwemkoong
Closing Date: Open until filled

Interested applicants are asked to submit a letter of application, current resume, copies of applicable diplomas or certificates and contact information from three work-related references including current Supervisor.

Confidential: Jordan's Principle Program Supervisor - Child and Family Services

Box 112 19A Complex Drive
Wiikwemkoong Unceded Indian Reserve
Wiikwemkoong ON P0P 2J0

hr@wiikwemkoong.ca

Please submit copies as there is no return of submissions. Incomplete applications will not be accepted. Only those selected will be contacted.