



Waaziswan Lead Position Description

PRIMARY PURPOSE:

The Waaziswan Lead is responsible for the planning, implementation, supervision and evaluation of the Waaziswan Department whose goal is to strengthen the health and well-being of young indigenous families.

The Waaziswan initiative comprises a team of family home visitors, care coordinators and program assistants. The Department works collaboratively to provide one-on-one support for parents working on strengthening family systems, family preservation and reunification efforts. This Department is centered around early intervention services with young families to promote healthy parenting using a blend of traditional and western approaches. The Waaziswan lead will use culture-based education and family engagement activities that share traditional knowledge and cultural practices that strengthen family's health outcomes. This is a strengths-based model that shares knowledge around traditional family systems and parenting approaches, individual/family healing, early childhood development, education and employment planning, life skills, peer support, family planning and housing navigation and social service advocacy.

The Waaziswan Lead provides supervision of the Waaziswan staff who are responsible for providing direct care to members. The Waaziswan Lead will match incoming members with appropriate care coordinators, coordinate the Waaziswan program operations and programming, and supervise staff through case review, mentoring, collaboration and consultation which requires the provision of technical assistance, peer support, advocacy and mentorship

DUTIES & RESPONSIBILITIES:

- Collaborate with the NWICDC leadership team to identify, define, and meet the needs, goals and objectives of the NWICDC Membership and broader Indigenous community. Develop and identify strategies, approaches and funding sources to meet community needs.
- Oversee the daily operations of current and new programming areas including staffing and development of Waaziswan team members.
- Supervision and mentoring Waaziswan team members in holistic, person-centered care coordination and traditional Anishinaabe practices that emphasizes personal healing, trauma informed care, and motivational approaches that promote active participation in decision making, and self-advocacy in all aspects of service and recovery/healing.

- Assign monthly program goals and outcomes to Waaziswan team members and ensure accountability to performance agreements
- Facilitate and mentor Waaziswan team members in care coordination activities to include, but not limited to: traditional healing practices and parenting approaches, access to community supports, employment and education preparation, housing navigation, legal aid, etc.
- Monitors program goals of Waaziswan program by reviewing care coordination plans, case notes, assessments, quarterly data, and program accomplishments. Ensures compliance with grant requirements, operational standards and established NWICDC policies are followed.
- Create, maintain and nurture local partnerships to strengthen the availability of benefits, services, and community level support for new families and those seeking out of home prevention and family reunification services. Participate in local community advisory boards and functions that align with Waaziswan Department goals.
- Represent NWICDC to various agencies including funders, partners, employers, and/or the general public to maintain and foster supportive relationships and provide information on Waaziswan initiatives, programs, activities and events.
- Track equipment, support services, program supplies and expenditures against program budgets and work plans. Monitor and evaluate programs achievements against target goals, recommending modifications that respond to program participant needs and interests.
- Participate in the collective responsibility of a productive, clean, positive and supportive work environment that centers on member experience and community benefit
- Other organizational duties as assigned

SKILLS/KNOWLEDGE REQUIRED:

- Bachelor's degree in child development, family studies or a related field is preferred
- Extensive knowledge/demonstrated experience and community-based family support
- Progressively responsible experience and leadership and mentoring
- Knowledge and understanding of community programs and resources
- Self-started, initiative taker and motivated
- Exhibit strong commitment to the mission and vision of the organization
- Demonstration of an understanding, and appreciation and awareness of the cultural, social and economic diversity within the community being served
- Ability to organize activities and coordinate groups of people
- Ability to solve problems, make decisions, and manage conflict

- Four + years of progressive experience working with maternal /child health, family services, or community-based service development and programming
- Four + years' experience in administration or supervisory capacity
- Must have knowledge of early childhood development, perinatal health and family service programming operations and administration
- Case management development and management experience preferred
- Ability to work with families facing complex challenges and advocating member needs within the local service community
- Budget Management Knowledge of and ability to utilize the tools, techniques and procedures needed to establish and monitor budgets
- Effective Communications Understanding of effective communication concepts, tools and techniques
- Interpersonal Relationships Knowledge of the techniques and the ability to work with a variety of individuals and groups in a constructive and collaborative manner
- Knowledge of Indigenous family/child development philosophies and approaches, or willingness to learn
- Performance Development Understanding of the importance of the facilitation of individual team member's growth and ability to develop methods for helping team members to learn and develop continuously
- Ability to facilitate clients' progress toward meeting personal development goals and objectives
- Must possess a valid driver's license and maintain a good driving record
- Must be able to pass a criminal background check and drug screening

Salary Range: \$65,000 - \$73,000 per year DOQ

Disclaimer:

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to the job

Waaziswan Lead Signature

Date

Executive Director Signature

Date