



Manager of Quality Assurance, Policy & Training

Full-Time, Permanent

Posting #JL00925

Reporting to the Executive Director as a member of the Senior Management team, the incumbent is accountable for reviewing, analyzing, and reporting on information that contributes to agency compliance with mandated services in accordance with applicable legislation.

Key Responsibilities include:

- Develop and implement expertise in the area of Quality Assurance concepts and their subsequent application to supportively review compliance in relation to applicable Federal, Provincial and First Nation legislation, regulations, standards and protocols
- Review and analyze existing policies, processes, and procedures to identify emerging trends and issues
- In collaboration with the Director of Services, develop and implement service policies and procedures to enhance support for direct services and mechanisms for the ongoing collection and reporting of agency statistics
Facilitate service-related staff in-house training on applicable First Nation, Federal and Provincial legislation, regulations, standards and protocols
- Provide direct supervision and oversight of the Quality Assurance Assistant and File Room team
- May act in the absence of the Director of Services and/or Executive Director
- Assist with the preparation of the Annual Report
- Other duties as assigned by the Executive Director

Qualifications and Competencies:

- Bachelor of Social Work preferred, other degrees may be considered
- Incumbent must be eligible for registration with the Manitoba College of Social Workers
- 5+ years of experience in the Child Welfare system
- A combination of education and experience may be considered
- Sensitivity and understanding of culture, language, and issues related to Indigenous communities
- A comprehensive understanding of Child Welfare Legislation, relevant standards and regulations
- Ability to demonstrate effective written and oral communication skills
- Demonstrated proficiency with Microsoft applications (Windows, Word, Excel and PowerPoint)
- Ability to handle multiple tasks simultaneously to meet deadlines
- Experience working with CFSIS and familiar with the Differential Response Model
- Valid, satisfactory Criminal Record Check, Child Abuse Check and Prior Contact Check
- Core Competencies for this role include: Communication; People Management; Professional Ethics; Problem Solving; Commitment; Collateral Focus; Initiative; Integrity & Reliability

Qualified PM3 Candidate's Salary: The annual salary for this position is \$74,704 to \$93,887 (or applicable GEMA scale). This permanent position is eligible for our full benefits package which includes health, dental, employer-matched pension, secure parking, and Paid Time Off program.

The closing date for all applications is Monday, August 18th 2025 at 4:30pm

Please indicate the **Posting #JL00925** in your cover letter and email subject line

Please forward your resume and cover letter to:

Email: **hr@animikiicfs.org**

Animikii Ozoson Child & Family Services

We thank all who apply, however only those selected for an interview will be contacted

AOCFS welcomes applications from people with disabilities and will provide accessibility accommodations as part of the application process upon request