



INDEPENDENT FIRST NATIONS ALLIANCE

Job # 171 Residence Supervisor

Location: IFNA Sioux Lookout Office (in person)

Department: Education

Type of Role: Full-Time

Are you passionate about providing providing a safe, supportive, and culturally sensitive environment for students residing in our facility? We're seeking a dedicated individual to join our team as an Education Residence Supervisor. This role plays a vital role in fostering a positive environment with a sense of community, promoting cultural preservation, and ensuring the well-being of residents and staff. The role will report to the Director, Education Services.

Responsibilities:

- Assist with operational and administrative oversight of Residence programs, including budgets, staff planning, policy enforcement, student engagement activities, and emergency/crisis response planning.
- Help the Resident Manager create a positive environment for students through relationship building and effective coordination of services with community and group home parents.
- Maintain facilities and supplies, addressing any issues as directed by the Resident Manager.
- Address and resolve resident concerns and conflicts promptly and respectfully, using conflict resolution skills.
- Comply with relevant regulations, codes, and health and safety protocols.
- Support staff training to ensure a positive student experience by fairly enforcing policies and practices.
- Coordinate intake, placement, and orientation of students to Home Away Community Student Dwellings as directed by the Resident Manager.
- Manage student files in compliance with privacy legislation.
- Plan and coordinate responses for potential student incidents and crisis situations.
- Develop recommendations, work plans, and reports for the Residence Manager, collaborating with other Education Managers to integrate and communicate services.
- Identify student needs and coordinate support plans with the Academic Manager, Wellness Manager, and Residence staff to promote positive outcomes.
- Provide high-risk students with the necessary support to thrive in academic programming.
- Cover shifts in Residences as needed.
- Performs other duties as assigned.

Position Requirements:

- Bachelor's degree in Social Work, Indigenous Studies, Community Development, or equivalent experience is required.



- Experience working within Indigenous communities, particularly in housing or community development, is preferred.
- Valid G class driver's license with a clear driving record and access to a reliable, insured vehicle is necessary.
- Ability to maintain a clear Criminal Records Check, including a Vulnerable Sector search.
- Proof of COVID-19 immunization or valid medical exemption is required.
- Strong leadership and management skills, with the ability to motivate a diverse team.
- Excellent interpersonal and communication skills for building positive relationships with residents, staff, and community members.
- Knowledge of relevant legislation, regulations, and policies related to housing and community development.
- Familiarity with Indigenous communities and organizations, preferably with experience in an Indigenous organization.
- Familiarity with the independent First Nations Alliance First Nations is also an asset.

Note: Flexibility is key at IFNA. You may occasionally cover tasks outside your role, ensuring comprehensive support for our organization's mission.

Why Join IFNA? If you're ready to contribute to the efficient operation of Education programs and make a meaningful difference, apply now to join our team. We welcome individuals who are committed to supporting the well-being of our communities.

We offer a full benefits package including health, dental, life insurance, short- and long-term disability, pension and vacation starting at 3 weeks.

Salary Range: \$60,000 - \$75,000/ annually

Schedule: Shift work with weekends, overtime and on-call availability.

Submit your resume and cover letter outlining your relevant experience and why you are the ideal candidate for this position to recruitment@ifna.ca identifying **Job #171**. We look forward to welcoming you to our team!

Deadline: Position will be open until filled.

Please note that only candidates under consideration will be contacted.

We value diversity and encourage individuals from Indigenous backgrounds to self-declare, as preference may be given to candidates with such backgrounds in line with our commitment to inclusivity and community representation.