



**Siksika Family Services Corporation**  
**SIKSIKA CHILDREN'S SERVICES**  
**DIRECTOR**  
**CALGARY & SIKSIKA**

Permanent full-time  
Closing Date: July 21<sup>st</sup>, 2025.  
07/2025



**GENERAL STATEMENT OF POSITION:**

Reporting to and collaboratively working with the CEO of Siksika Family Services Corporation, and under the mandate of SFSC, the Director of Siksika Children Services is responsible and directly accountable for the quality of child welfare services and for setting and monitoring: standards of practice, outcome measures, and future initiatives within Children's Services. The Director is responsible for ensuring the successful integration of service delivery and case management plans as outlined in the main mandate and vision of Siksika Nation and as delegated by the Minister of Alberta Human Services.

**DUTIES AND RESPONSIBILITIES:**

- Provides visionary leadership across all Children's Services programs, ensuring alignment with the mission, values, and strategic priorities of Siksika Family Services Corporation.
- Leads the development and implementation of strategic and operational plans for Mental Health, On- and Off-Reserve Services, Post-Majority, TAP, Prevention, and administrative units, in collaboration with the CEO.
- Provides overall leadership and accountability for Managers and operational leads across all service areas.
- Oversee the design, implementation, and evaluation of programs and projects, ensuring alignment with funding requirements and regulatory standards.
- Ensures integrated service delivery, staff coordination, and cross-functional collaboration.
- Monitors compliance with policies and ensures safe, ethical, and high-quality care.
- Develops and maintains public communication materials related to Child Intervention Services.
- Builds and maintains strong relationships with funders, government agencies, community partners, and other Delegated First Nations Agencies.
- Leads financial planning, oversight, and accountability for all program budgets under the Children's Services portfolio.
- Works closely with the Finance Department to ensure fiscal integrity, transparency, and alignment with organizational goals.
- Oversee financial processes and supports compliance with funding agreements, audits, and internal financial policies.
- Ensures accurate, timely reporting to internal and external stakeholders and integrates outcome-based financial strategies to support sustainable service delivery.



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- Provides strategic leadership and oversight of HR functions in collaboration with the Human Resources Department.
- Supports recruitment, onboarding, retention, and supervision of qualified and culturally competent staff.
- Conducts performance evaluations and ensures documentation is submitted in accordance with HR policies.
- Ensure compliance with employment standards, OHS regulations, and SFSC policies.
- Responds to employee concerns, supports investigations, and implements corrective actions where needed.
- Additional duties and responsibilities are required.

**EDUCATION AND EXPERIENCE:**

- Degree with considerable related experience (i.e. BSW/MSW, BBA/MBA (individuals with equivalent combination of training and experience may be considered.)).
- Possess knowledge of the role of a Delegated First Nation Agency under the Alberta Child Youth and Family Enhancement Act.
- Must have a minimum of five years of experience in child intervention services in a management position.
- Must possess experience in dealing with the Federal and Provincial governments and negotiating funding via proposal writing. Strong negotiation skills and knowledge of Federal and Provincial initiatives in relation to Aboriginal organizations are required.

Resumes and cover letters should be emailed to [hrm@siksikafamilyservices.com](mailto:hrm@siksikafamilyservices.com)

Please quote **SCS - Director** on your cover letter.

**IMPORTANT:** All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Child Intervention Check.
3. Copy of Driver 's License.

*We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.*