



JOB POSTING

Position: Manager – Violence Prevention Services

Employment Type: Full-time Temporary position to March 31, 2026; with the possibility of extension Out of Scope

Closing Date: December 2, 2024

Duties and Responsibilities:

As part of the leadership team, the Manager is responsible for the creation, implementation, and delivery of violence prevention initiatives and specifically gender-based violence which includes the following programs: Intimate Partner Violence, Domestic Violence Court Caseworkers, Men's Group, and Early Intervention. The Manager is also responsible for oversight of the programs, employees, reporting, and project evaluation. As part of the Leadership Team, working closely with the Executive Director, and in a manner consistent with the overall mission and values of the agency, the Manager will represent gender-based violence prevention initiatives to the community and is required to oversee all aspects of the programs to ensure efficient and effective implementation and operation. This position reports to the Executive Director.

Duties include:

- Design and implementation of all aspects of initial start-up, creation, implementation, and delivery of early intervention to prevent violence program and initiatives. Responsible for ongoing oversight of the early intervention project.
- Review and evaluate service delivery and program outcomes and ensure project evaluation objectives are met for Violence Prevention Services at Family Service Saskatoon which include Early Intervention, Intimate Partner Violence Response Team, Intimate Partner Violence Outreach, Men's Invitation to Responsibility group, and Domestic Violence Court Caseworker program;
- Recruit and train direct reports in the philosophy, purpose and methods of delivery of initiatives to meet the goals and expectations of the funding agency and Family Service Saskatoon;
- Responsible for regular performance oversight and management of direct reports;
- Develop and implement policies, procedures, and resources for the programs and services based on best practices;
- Maintain a network of community partners such as Saskatoon Police Service, Family Service Regina, Ministry of Justice, community-based organizations, and other related agencies to focus on opportunities to collaborate, share information, and ensure the needs of those involved in gender-based violence in our community are met (includes those at risk of using violence and those at risk of experiencing violence).
- Develop a sustainability plan for the early intervention project by developing appropriate partnerships, preparing grant applications and searching for sources of funding;
- Contribute to the development of annual budgets and grant proposals; information systems and databases; and to the relevant collection and analysis of quantitative and qualitative data;
- Facilitate networking, knowledge development and dissemination activities;
- Participate in collective bargaining and become familiar with the terms and conditions of the collective bargaining agreement that applies to unionized employees;
- Other duties that may be assigned, including covering the duties of the Executive Director in their absence.

Qualifications:

- A master's degree in social work, counselling, educational psychology or another relevant field
- Three to five years of relevant supervisory experience

Areas of skill and knowledge

- Experience working with those at risk of and experiencing gender-based violence and those at risk of and using violence;
- Knowledge of project development, project management, performance management, and evaluation practices;
- Theories and practices of counselling, program development and monitoring;
- Excellent communication, interpersonal and leadership skills with a proven ability to work collaboratively;
- Ability to deal with unusual or challenging situations;
- Experience in grant and report writing;
- Experience supervising staff;
- Experience in or familiarity with non-profit organizations and unionized environments.

Final candidates are required to provide a satisfactory criminal record check including a vulnerable sector search.

Compensation: Based on education and experience plus a comprehensive benefits package

Submit resume, cover letter and references to:

Mail: Ashleigh Whelan, Executive Assistant
Family Service Saskatoon
#102-506 25th Street East, Saskatoon, SK S7K 4A7

Email: executiveassistant@familyservice.sk.ca

Family Service Saskatoon thanks all applicants for their interest, however only those candidates selected for interviews will be contacted.

Posting opened on November 22, 2024 and closes on December 2, 2024 at 5:00 pm

Family Service Saskatoon is an inclusive organization, welcoming individuals of all abilities. We believe in workplace diversity and we do not discriminate in our employee selection. Race, color, disability, religion, gender, national origin or sexual orientation does not play a role in our hiring decisions.