

**Mailing Address**

205 Beaver Rd, Suite 1  
Smithers BC  
VOJ 2N1

**Telephone:** 250-847-3630



**Location Address:**

3873 1<sup>st</sup> Ave  
Smithers BC  
[www.wetsuweten.com](http://www.wetsuweten.com)

**Facsimile:** 250-847-5381

## Job Posting

Job Title:	Director of Social Services	
Hours of work:	35 Hours per Week (8:30am – 4:30pm) Common hours are during the day with the exception of evenings and weekends as required.	
Salary:	\$47.00 – 49.00 (Based on experience)	
Location of Work:	Office of the Wet'suwet'en 3873 1 <sup>st</sup> Ave, Smithers BC	Phone: 250-847-3630
Reports to:	Executive Director	

**Position Summary:**

The Director of Social Services provides strategic leadership, oversight, and management of Wet'suwet'en nation-based programs and services. This role ensures the delivery of high-quality support to Wet'suwet'en children, families, and individuals, fostering well-being, resilience, and positive community outcomes. The Director leads clinical case management, program development, and staff mentorship, while promoting a culture of excellence, ethics, and client-centered practice.

**Roles and Responsibilities:**

- Provide executive leadership for the planning, development, and evaluation of culturally informed community support programs and services.
- Lead and mentor the Social Services team, providing guidance in clinical case management and professional development.
- Oversee the design and implementation of specialized home- and nation-based services, including prevention and wellness initiatives.
- Ensure programs align with best practices, regulatory requirements, and organizational mission and values.
- Serve as a consultant to staff and community partners, supporting effective service delivery and collaboration.
- Uphold client rights, ensuring a safe, respectful, and inclusive environment that promotes autonomy, dignity, and well-being.
- Integrate Indigenous knowledge, Wet'suwet'en traditions, and cultural protocols into service delivery and program design.
- Monitor program outcomes, financial accountabilities, and operational efficiencies; prepare executive-level reports.
- Represent the organization in external partnerships, community initiatives, and stakeholder engagements.

- Maintain current knowledge of social services trends, legislation, and emerging best practices.

### **Qualifications:**

- Bachelor's or Master's degree in Social Work or a related field.
- Extensive experience in community or social services, including leadership and program management.
- Proven expertise in clinical case management, program development, and strategic planning.
- Experience working with diverse populations, including Indigenous communities and individuals with cognitive or physical challenges.
- Strong understanding of Wet'suwet'en culture, Indigenous values, and culturally responsive service delivery.
- Strong leadership, negotiation, conflict-resolution, and interpersonal skills.
- Commitment to ethical practice, cultural competency, and inclusive service delivery.
- Excellent communication, organizational, and analytical skills.
- Competence in financial oversight, reporting, and resource management.

### **Core Competencies:**

- Strategic Leadership & Team Development
- Program Design, Implementation & Evaluation
- Culturally Informed & Client-Centered Practice
- Stakeholder Engagement & Community Partnerships
- Problem Solving, Decision Making & Risk Management
- Communication & Consultation
- Organizational Planning & Operational Oversight

### **Working Conditions:**

- May involve exposure to challenging or sensitive situations involving clients or families.
- Travel may be required for community or stakeholder engagement.
- Physically able to perform necessary duties, including occasional lifting or mobility support.

When submitting your application for the above position, please clearly indicate how you meet the required qualifications and include the following:

1. A cover letter clearly indicating the position which you are applying for.
2. A resume with three references

### **APPLICATION PACKAGES ARE TO BE ADDRESSED AND EMAILED TO THE FOLLOWING:**

Attention: Sherry McKinnon, *Executive Director*

Emails address: [sherry.mckinnon@wetsuweten.ca](mailto:sherry.mckinnon@wetsuweten.ca)

CC: Monica Michell, CIHRP, CAPA, *Human Resources & Office Coordinator*

Email address: [monica.michell@wetsuweten.ca](mailto:monica.michell@wetsuweten.ca)

Subject line **MUST CLEARLY STATE** "Job Application – Director of Social Services"