

Position Profile

Job Title: Assistant Deputy Minister, Child and Youth Services

Department: Families

Location: Winnipeg, MB

Classification: Executive Officer 3 (EX3)

Employment Type: Regular, Full Time

Closing Date: November 2, 2020

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Position Overview

Reporting to the Deputy Minister, as a member of the department's executive management team, the Assistant Deputy Minister (ADM) is responsible to lead and manage the division, provide advice and support to the Deputy Minister, and contribute to achieving the corporate goals of government through cross-department initiatives.

The ADM, Child and Youth Services Division, provides executive leadership and direction for the program delivery and oversight of the continuum of mandated and community-based services within the child and family services system, including adoption and post-adoption and early learning and child care programming, with a particular focus on strategic long-term planning, evaluation of department outcomes and performance, and the identification and assessment of emerging planning and decision influences.

Key Responsibilities

The Assistant Deputy Minister, Child and Youth Services will:

- Lead the development of strategic objectives, financial and business plans and operating principles for the division that are consistent with government direction, department goals and public expectations; evaluate outcomes and ensure all legal and reporting requirements are met.
- Develop relationships with internal, cross department and external stakeholders; lead cross-department and corporate initiatives; represent the interests of the department in federal, provincial and territorial initiatives and discussions.

Key Responsibilities (Continued)

- Direct the management of the human and financial resources of the division to deliver on operational and strategic mandates, ensuring the appropriate allocation of resources to maximize efficiency. Monitor and control expenditures and develops plans for future human and financial resource needs.
- Build a respectful workplace culture that promotes diversity, learning and continuous improvement. Coach and mentor the management team and support individual and team development.
- Support the deputy minister by providing strategic options, comprehensive policy advice and recommendations using internal and external expertise. Provide briefings and advice to the minister and Cabinet.
- Direct the management of two public-facing registries of significant public interest and with high security requirements: the Child Abuse Registry and the Central Adoption Registry.

Skills, Knowledge and Abilities

You will have the ability to foster a culture that is supportive of positive organizational change and innovation and will demonstrate the following selection criteria:

- Post-secondary degree in social work, economics, business or public administration or a related field.
- Proven ability as a leader with a commitment to create, support and sustain a diverse environment that enables staff to achieve results and to develop and build organizational capacity for the future.
- Senior management experience with responsibility for significant human and financial resources, and experience translating strategic priorities into clear operational and business plans and delivering results.
- Strong verbal and written communication skills with experience managing complex, high-level internal and external stakeholder relationships.
- Excellent political acumen demonstrated through experience providing strategic advice to senior leaders on complex topics and sensitive issues.
- Demonstrated ability to deal with ambiguity, leverage opportunities for innovation, find creative solutions to issues, and successfully manage change.
- Demonstrated resilience and the ability to respond to challenges in a professional, inclusive and constructive manner.
- Experience providing leadership and direction in the design and implementation of legislation, policies and programs.
- Experience building relationships with Indigenous people and implementing the principles of reconciliation.

Department Overview

The Department of Families is guided by the vision that all individuals served by the department are to be supported in their personal development, stability and independence. Our mission is to help keep children, individuals, families, and communities safe and secure, while supporting personal development, self-reliance, well-being and social inclusion.

The Department of Families is responsible for a wide range of programs and services that are delivered by the department, or by community-based partner organizations.

The department consists of the following divisions, boards and commissions:

- Administration and Finance
- Corporate Services
- Child and Youth Services
- Community Service Delivery
- Manitoba Housing
- Social Services Appeal Board
- Vulnerable Persons' Commissioner Office

For more information visit

<https://www.gov.mb.ca/fs/index.html>

Transforming the Manitoba Public Service

It is an exciting time to be a public servant in Manitoba. We are in a period of profound technological, environmental, and socioeconomic change that compels us to evaluate the nature of our work and the essence of our culture.

[Transforming the Manitoba Public Service: A Strategy for Action](#) was designed to help the public service move forward in a unified way. Created as a long-term strategy to modernize the public service, it guides the transformation of both the work and the culture of the Manitoba public service.

About the Government of Manitoba

The Manitoba government offers rewarding careers to its employees who deliver hundreds of programs and services to the public. The government has a wide variety of departments, reflecting over 700 different types of jobs, located in communities across the province.

We are an employer that has a commitment to integrity, respect, diversity, inclusion and advancing reconciliation. In 2020, the Manitoba government has once again been selected as one of Manitoba's Top Employers, one of Canada's Top Employers for Young People and one of Canada's Best Diversity Employers. The Manitoba government has a committed, caring and creative workforce that is passionate about contributing to and improving services to our communities and the lives of Manitobans.

About Manitoba

The province of Manitoba is home to almost 1.3 million people who have a well-deserved reputation for being among the friendliest in Canada. No matter what your interests are, Manitoba offers everything from Polar Bear expeditions to gallery tours.

Our capital city, Winnipeg, has a population of over 700,000 and is located at the geographic centre of North America. Home to the world-renowned Royal Winnipeg Ballet, the Canadian Museum for Human Rights and the NHL's Winnipeg Jets, Winnipeg is one of Canada's most historic and beautiful cities.

Offering you four distinct seasons and the highest number of sunlight hours in Canada, you are guaranteed to find the life you're looking for in Manitoba.

Come see for yourself!

