



## Saskatchewan First Nations Family and Community Institute

English River Reserve 192J  
211 - 2553 Grasswood Road East  
Saskatoon, SK S7T 1C8

Phone: (306) 373 - 2874  
Fax: (306) 373 - 2876  
Web: [www.sfnfci.ca](http://www.sfnfci.ca)

*Saskatchewan First Nations Family and Community Institute Inc. (Sfnfci) is the leading, innovative, sustainable, wholistic center of research and professional learning to organizations serving children, youth and families. We attribute our sustained growth and success to the daily contributions of the remarkable individuals who make up our team.*

### JOB POSTING

#### **Structured Decision Making (SDM) Training Consultant**

#### **One (1) Full Time Permanent Position**

**Job Summary:** Reporting to the Director of Learning and Operations, the SDM Training Consultant supports First Nations Child and Family Services Agencies with SDM® implementation as well as on-going utilization of the SDM® model for the delivery of child protection services. This role is primarily responsible for:

- Providing subject matter expertise on the SDM® model by leading or participating in related projects, coaching current on-reserve practitioners in applying the model, and maintaining professional connections that enable them to contribute to process improvements and case practice standards.
- Planning and facilitating training on the SDM® model (requires periodic overnight travel to First Nations communities).
- Consulting on complex or unique situations including independent case practice reviews and incident investigations.
- Conducting readiness assessments and designing implementation approaches for First Nations planning to adopt the SDM® model.
- Leading initiatives designed to provide other needed professional support, networking and development opportunities to on-reserve child protection workers.

**Qualifications:** a 4-year bachelor's degree in Indian Social Work / Social Work, plus 2-5 years of previous experience as a supervisor in a Child and Family Services Agency. Critical competencies include: knowledge of the Structured Decision Making (SDM®) model and Integrated Practice Strategies (IPS); ability to facilitate group training, applying adult education theory and training methods; and expert-level knowledge of on-reserve child protection in Saskatchewan. The successful applicant must possess a valid Saskatchewan driver's license and provide an acceptable CPIC with a Vulnerable Sector Check.

**TO APPLY:** visit <http://www.sfnfci.ca/careers.html>

OR

submit your application to [hr@sfnfci.ca](mailto:hr@sfnfci.ca) (attention Osemis Isbister-Bear, HR Consultant).

For more information about this position please see the complete job description below, or contact Jason Chickosis, Director of Learning and Operations at 306-250-4781.

**POSTING WILL REMAIN OPEN UNTIL THE POSITION IS FILLED.**



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### Structured Decision-Making (SDM®) Training Consultant

#### JOB DESCRIPTION

Saskatchewan First Nations Family and Community Institute Inc. (SFNFCI) is the leading, innovative, sustainable, holistic center of research and professional learning to organizations serving children, youth and families. We attribute our sustained growth and success to the daily contributions of the remarkable individuals who make up our team.

The Structured Decision Making (SDM®) model was implemented throughout Saskatchewan in June 2012. Reporting to the Director of Learning and Operations, the SDM Training Consultant is responsible to implement and support this model for the delivery of child protection services with First Nations Child and Family Services Agencies. The SDM® model includes a suite of six clinical assessment tools widely accepted by child welfare experts in North America and other jurisdictions. These tools are used to assess families and structure a response, at specific decision points, resulting in consistent and accurate decision-making. The suite of SDM® tools includes intake assessment, safety assessment, family risk assessment, family strengths and needs assessment, risk re-assessment, and family reunification assessment.

As SDM® tools reflect changes to the assessment processes child protection workers use, other professionals that are considered Officers under *The Child and Family Services Act* including First Nation Child and Family Services staff and Mobile Crisis/Emergency Duty staff require training to develop the technical understanding of the tools, the research base and interpretation of SDM® assessments in order to apply and utilize the tools in the field and make determinations regarding screening, apprehensions, safety planning, risk reassessment and family reunification.

The SDM Training Consultant takes an active role in supporting child and family service agencies with training, implementation, and support of SDM® tools. A primary function of this position is administering and implementing training of the SDM® model for Saskatchewan First Nations communities.

#### Duties and Responsibilities:

##### 1. Create and Maintain Relationships:

- Consistently develop / build credible relationships with Agency & MSS employees, evident change, and MSS provincial training team to encourage input/feedback into process improvements.
- Participate with supervisors and managers in strategies and projects that respond to case practice standards in Child and Family Services.
- Work both independently and cooperatively in a team environment to establish, build and maintain positive working relationships to ensure group objectives are being met.



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- Coordinate and organize SDM Working Group Sessions at least quarterly, including but not limited to: facilitation, agenda, meeting notes and reporting any recommendations or activities identified as a result of these working groups.
- Maintains relationships with Elders to attend and participate in SFNFCI SDM® training and Integrated Practice Strategies (IPS) activities.

### 2. Project Management:

- Maintain an up-to-date understanding of the SDM®/IPS processes, instructional methodologies, and awareness of policies to support the SDM®/IPS implementation.
- Provide requested assessment and consultation with Agencies on the readiness and development of SDM®/IPS implementation resources and plans.
- Provide on-site SDM®/IPS support to Agency staff as requested.
- Provide requested assessment and on-going consultation and support on complex or unique situations that arise with the implementation of SDM®/IPS tools within a First Nations Agency environment.
- Mitigate risks of SDM®/IPS implementation work plans by obtaining/generating reports, by reviewing case practices reported and isolating inconsistent data; communicate inconsistencies and correction or follow up instruction recommendations to the Agencies.
- Document environmental standards issues that have not been previously identified and/or documented within the SDM®/IPS tools by gathering existing information regarding the process including contacting individuals from Agencies to obtain information and forwarding documentation to appropriate resources for review and approval.
- Conduct independent case practice reviews in cases of a child fatality or serious case incident, or by request of a Child and Family Services Agency.
- Independently organize and prioritize Agency support activities taking into consideration conflicting and changing priorities and resources.
- Lead and coordinate the development of timelines and SDM®/IPS implementation work plans for each Agency.
- Develop key performance indicators and measurement criteria for on-going evaluation and analysis.
- Review and report on trends, patterns, successes and/or challenges with SDM® model implementation at regular intervals to find ways of improving outcomes and support for First Nations Agencies.
- Provide monthly evaluation and training outcomes reports to the Institute, Institute Board, and all partners/stakeholders.

### 3. Training and Facilitation:

- Work collaboratively with Agencies to identify and assess training needs as it relates to the delivery of SDM®/IPS training.
- Instruct, guide, coach and encourage Agency staff in the assessment of their resources and development of skills to implement SDM®/IPS standards and practices.



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- Create a training environment that values and encourages the expression of First Nations values and cultural content and support constructive dialogue advancing Indigenous methodologies.
- Develop, deliver, and facilitate SFNCI training curriculums as needed to provide knowledge, skills and standards of practice.
- Develop and enhance SFNCI training curriculums ensuring assessments reflect the application to casework while also working to ensure any modifications are based on evaluative data and future course implementation considerations.
- Guide and coach Agency employees (from new employees to managers) in the application of skills and knowledge from the SDM® curriculum on a continuum from basic to advanced.
- Adapts classroom training sessions to respond to various learner needs by gauging trainee confidence levels, shyness, fatigue, and any other relevant characteristics, ensuring learning objectives are met and knowledge transfer occurs.
- Address all SDM® inquiries ensuring community stakeholders fully understand the concepts and their applicability to case management (support high-level content familiarity /content application).
- Facilitate various adult education training courses while drawing on principles of group dynamics, facilitation principles, and conflict resolution strategies.

### **Other Functions**

- Other duties as operationally required.

### **Education:**

- Four (4) year bachelor's degree in Indian Social Work / Social Work; or a related degree with extensive experience may be considered.

### **Experience:**

Two (2) – Five (5) years of previous experience as a supervisor in a Child and Family Services Agency demonstrating experience in:

- Human and Family Development, utilizing a range of theories and intervention strategies with emphasis on a family centered approach including values, philosophy and practice;
- Dynamics and impact of abuse and neglect;
- Training methods, adult education theory, group dynamics, facilitation principles and conflict resolution strategies;
- Child Protection;
- The Structured Decision Making® (SDM®) model; and
- Integrated Practice Strategies (IPS).

### **Awareness and Knowledge of:**

- Saskatchewan First Nations Child and Family Service Agencies standards, practice, policies, and procedures in urban, rural and rural First Nations settings



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- Issues surrounding the challenges faced by First Nations children, youth and families in Saskatchewan.
- Management organizational skills including how to co-ordinate training sessions, set time frames and establish agendas. Also requires knowledge of program management, managing multiple projects effectively and co-operatively.
- Group facilitation strategies that promote development of a safe, learner-centered environment, group cohesion, comfort with risk taking, and commitment to common learning objectives. Knows a variety of group management strategies and can intervene to manage problematic behaviors without alienating either the individual or group.
- Knowledge of conceptual frameworks for describing learning styles and preferences, and understands how individual development and cultural background can impact learning preferences, and can develop and use training strategies that address a variety of learning styles and preferences.
- Knows how to utilize and integrate virtual training aids and platforms to enhance training and accessibility; can design and develop presentations using M365 .
- Knows how to use M365 to develop, collect, and input feedback data from participant post training and feedback.

### Conditions of Employment:

- Subject to a Criminal Record Check, including a vulnerable sector query as a condition of employment.
- Valid Driver's license as a condition of employment along with a 5 year Drivers Abstract.

### Working Conditions:

- Significant travel to various locations is required.
- Some non-standard hours (evenings and weekends) are required.

### Key SDM Training Consultant Job Competencies:

- **Client Service Oriented** – anticipate and respond to needs and demands of clients.
- **Communication** – excellent verbal and writing skills.
- **Interpersonal Relations** – establish and maintain harmonious professional relations, while balancing competing interests.
- **Analytical Thinking** – analyse issues and identify possible solutions.
- **Leadership** – promote and encourage participation to attain common and individual objectives.
- **Results Achievement** – achieve expected results within planned activities and expected timelines.
- **Problem Solving / Decision-Making** – based on policies & procedures, rules, and organizational directives to solve emerging problems.
- **Learning Support** – create an environment that promotes adult learning and professional development, ability to coach and mentor.



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- **Organizational Knowledge** – Understand Structured Decision Making model and Integrated Practice Strategies function within First Nations Agencies and ability to support its implementation.
- **Adaptability** – Shifts priorities, changes style and responds with new approaches as needed to deal with new or changing demands.
- **Conflict Management** – Anticipates and takes action to avoid/reduce potential conflict, refocuses teams on the work and end-goals and away from personality issues.

### Salary Range:

\$69,900.00 to \$91,983.63