



Associate Director of Recovery Initiatives

Location: 12308 111 Avenue #200, Edmonton, Alberta. See details below.

Closing Date: Until suitable candidate is found

Position Status: Full Time (40 hrs per week), Permanent

The Otipemisiwak Métis Government is looking for a full-time Associate Director of Recovery Initiatives. Reporting to the Director of Health, The successful candidate will be responsible for overseeing initiatives focused on leading the development and operations of recovery initiatives, with a current focus on 75-bed residential treatment center located near Smoky Lake, a combined 12-bed acute recovery care and 28-bed transitional recovery housing facility located in Edmonton, a 30-unit independent living sobriety community (Hope Village) located in Edmonton, and a 6-unit transitional housing for Women escaping domestic violence located in Edmonton.

The Associate Director of Recovery Initiatives will develop and implement operational plans and strategies, oversee financial management, collaborate with selected service providers, and support the recruitment and retention of staff within the recovery pillar.

The successful candidate will be passionate about health and wellness of Métis Albertans, committed to the success of all residents, and will utilize a strength-based, trauma-informed approach that is grounded in Métis culture and history. Preference will be given to candidates with planning and operational experience and knowledge in substance use recovery.

Key Responsibilities

- Lead the strategic planning, development, implementation, and evaluation of the Alberta Recovery Model for the Otipemisiwak Métis Governments Recovery Continuum. Ensure alignment with the Otipemisiwak Métis Government's principles, goals, and values.
- Design, oversee, and evaluate culturally informed mental health and substance use programs, integrating Métis traditions, intergenerational knowledge, EDI considerations and community input into all initiatives.
- Oversee operations of recovery infrastructure and programming in collaboration with selected service providers and affiliates, ensuring high-quality service delivery that meets the unique needs of Métis Citizens.
- Monitor program effectiveness while implementing continuous improvements.
- Establish and maintain relationships with key stakeholders including service providers, internal departments, affiliates, provincial and federal governments, health agencies, community organizations, and Métis Citizens.
- Collaborate closely with stakeholders to integrate Métis-specific considerations into recovery initiatives across the entirety of the MNA Recovery Continuum.
- Engage Métis Citizens where appropriate. Facilitate communication to ensure services meet the evolving needs of the Métis community and to advance the priorities of the Recovery Continuum.

- Develop policies, processes and frameworks that support the mental health and well-being of Otipemisiwak Métis Government Citizens, focusing on culturally safe and trauma-informed care.
- Ensure compliance with all applicable regulations and standards.
- Manage operational and fiscal activities, including developing and implementing work plans and forecasting within a designated budget.
- Draft funding applications for relevant programs, secure funding for initiatives and projects, and manage obligations under funding agreements and contracts.
- Collaborate in staffing responsibilities and perform supervisory duties including hiring and training staff, assigning job duties, and developing and overseeing staff work plans.
- Mentor team members through feedback, coaching, and formal evaluations, and provide effective leadership to the team.
- Foster a supportive work environment that prioritizes professional satisfaction, growth and a healthy work-life balance.
- Maintain a high level of political awareness, cultural sensitivity, professionalism, and confidentiality in interactions with internal and external stakeholders.
- Other duties as required or assigned.

Skills & Competencies

- Strong leadership skills with a recognized strength in leading and engaging teams and creating a culture that promotes the development of individual and organizational capacity.
- Exceptional interpersonal skills and a proven track record of building collaborative partnerships with a variety of internal and external stakeholders.
- Exceptional strategic planning skills, including an ability to establish short- and long-term plans to meet key objectives of projects/initiatives.
- Excellent written and interpersonal communication skills with the ability to deal with a wide range of individuals tactfully and diplomatically and produce professional documents and presentations that target and convey messages to different audiences.
- Demonstrated ability to adhere to strict confidentiality of sensitive information. High level of integrity, ethics, and professionalism.
- Excellent analytical and critical thinking skills with the ability to identify issues and implement creative and strategic solutions to overcome problems.
- Strong organizational, time management, planning and execution skills with the ability to prioritize, meet deadlines, and manage multiple projects simultaneously.
- Ability to thrive in a dynamic and changing environment, including a demonstrated ability of being adaptable and flexible to potentially changing needs.
- Ability to work under pressure and handle tense and stressful situations.
- Familiarity with the Alberta Recovery Model, harm reduction principles, and culturally safe care practices. Deep understanding of the unique mental health and addiction challenges faced by the Métis community.
- Knowledge of prevention, intervention, and treatment of substance use dependence and the recovering community. Training in trauma-informed care is an asset.
- Knowledge of Métis history, culture, and issues affecting Métis people. An in-depth understanding of the Otipemisiwak Métis Government and Métis culture is an asset.

Qualifications

- Master's degree in Social Work, Psychology, Public Health, Nursing, Medicine or a related field with a focus on mental health and substance use. Equivalent experience may be considered.
- Minimum of 5 years of progressive leadership experience in mental health and addictions, preferably within a recovery-oriented system of care.
- Experience with community-based program development and implementation.
- Experience in infrastructure development and strategic and operational planning.
- Experience with fund development and management, including experience with grant writing, reporting, and managing and sustaining a large operating budget from multiple funding sources.
- Experience working with Indigenous communities and/or for Indigenous governments or non-profit organizations is an asset.

Other Requirements

- Ability to work regular office hours of Monday – Friday, 8:30 am – 4:30 pm, as well as evenings and weekends, as required.
- Travel throughout the province of Alberta is a requirement. In addition to working in-office in Edmonton, this position will require site visits and intermittent work at Healing Waters Recovery Community (Smoky Lake); Hope Village (Edmonton); Larga House Recovery Site (Edmonton) and the Woman's Domestic Violence Transitional Housing Building (Edmonton).
- Reliable transportation and valid Class 5 drivers' license.
- Acceptable attainment and annual maintenance of a Police Information Check with a Vulnerable Sector Check and an Intervention Record Check is required.

What We Offer

- An opportunity to work for the newly ratified Otipemisiwak Métis Government and be a part of the largest Indigenous Government in Canada.
- An opportunity to learn about Métis culture, languages, and art.
- Meaningful work in a fun and supportive work environment.
- Training and professional development opportunities.
- A comprehensive benefit package and employer contributions to Pension Plan.
- 3 weeks paid vacation.

To apply for this opportunity, please apply online at <http://albertametis.com/careers/> *The Otipemisiwak Métis Government thanks all applicants for their interest. Only applicants selected for an interview will be contacted. No phone calls please.*