



## Practice Manager

The Nuu-chah-nulth Tribal Council's Usma Family & Child Services (F&CS) is seeking a full-time, permanent Practice Manager based in Port Alberni, BC. Reporting to the Director of Usma F&CS, this role is designed to ensure culturally safe, client-centered and effective service delivery within Usma F&CS. The Practice Manager collaborates with the Director to provide supervision of the Usma F&CS leadership team and provides interim day-to-day operational coverage in the absence of the Director, as delegated.

### Responsibilities Include

- ◆ Provide operational leadership through clinical oversight, supervision, and mentorship to Team Leaders.
- ◆ Ensure culturally safe, client-centered service delivery.
- ◆ Support staff in navigating legislation, policies, and procedures.
- ◆ Participates in responding to serious incidents involving children and youth.
- ◆ Collaborates with Usma leadership and Nuu-chah-nulth communities to improve service quality.
- ◆ Build and maintain respectful partnerships with communities and agencies.
- ◆ Oversee performance management and HR processes.
- ◆ Assists the Director with program planning and staff development through training and coaching.

### Preferred Qualifications

- ◆ Degree in Social Work, Child and Youth Care, or related field (Master's preferred).
- ◆ 7+ years in delegated child welfare, including guardianship and permanency planning.
- ◆ 5+ years supervisory experience in a delegated setting.
- ◆ Current C6 delegation and strong knowledge of child welfare legislation.
- ◆ Proven leadership, coaching, and team development skills.
- ◆ Experience with Nuu-chah-nulth communities and cultural practices.
- ◆ Strong communication, organization, and database/reporting skills.
- ◆ Valid BC Driver's Licence, reliable vehicle, and clear criminal record check.

**Competitive benefit package and salary based on qualifications and experience: annual salary range \$105,000 - \$120,000.**



Apply by **1pm September 22, 2025**, sending your cover letter, resume, and three references (available to call) to:

**Nuu-chah-nulth Tribal Council**  
Email: [apply@nuuchahnulth.org](mailto:apply@nuuchahnulth.org)

*We thank all applicants for their interest, however, only candidates selected for an interview will be contacted. Candidates must be legally entitled to work in Canada to be considered for this position.*

# Nuu-chah-nulth Tribal Council