



Dakota Tiwahe Services Inc. Employment Opportunity

Job Title: Foster Care Coordinator

Type: Full Time

Closing Date: Mon, March 23, 2026

Competition Number: DTS202603

Location: Sioux Valley office

Date Posted: Mon, March 9, 2026

POSITION SUMMARY: The Foster Care Coordinator is responsible for oversees and supports foster care services to ensure the safety, stability and well being of children and youth in care. This role coordinates placements, supports foster caregivers, monitors care plans, and collaborates with families, service providers, and community partners while ensuring compliance with legislation, policies, standards using a child centered, trauma-informed approach. CFSIS data entry and Foster Care Management creation on CFSIS.

KEY RESPONSIBILITIES:

- Foster Care Intake
- Recruitment and selection of Resources
- Licensing
- Program development, training, and management
- Special rates, as well as other duties as assigned
- Public and Agency Relations
- Reports and data entry on CFSIS
- Foster care Management Creation on CFSIS
- Provide reports to Executive Director

QUALIFICATION, EDUCATION, & EXPERIENCE

- B.S.W., post-secondary degree in a related field of study and/or Child & Family Services Diploma
- Minimum of 5 years' experience in Child & Family Services providing mandated/voluntary services
- Knowledge of the Manitoba Child & Family Services Act and Standards
- CFSIS Training, knowledge and experience is required
- Intake Module IM knowledge and experience
- Demonstrated knowledge of collateral services/community resources and how to access
- Excellent time management, organizational skills and computer skills
- Demonstrated knowledge and respect for the Dakota cultures and traditional philosophies
- Fluency in the Dakota Language an asset

How to apply: Submit Cover Letter and Resume, three (3) professional references indicating competition number to: Human Resources

PH: 204-855-2150 FAX: 204-855-2131

Email: HR@dakotatiwaheservices.com

Successful completion of a current Criminal Record Check with the Vulnerable Sector Section Query, Prior Contact Check, & Child Abuse Registry Check, or proof of submission of all required checks

We thank all who apply but only those selected for an interview will be contacted. All applicants will be subject to satisfactory pre-employment drug test, criminal records, child and adult abuse registry and prior contact checks. First Nations are encouraged to self-identify of being First Nation descent.