

SGEU Up-in-Range

The following posting is in accordance with the clauses dealing with "In-Hiring Rate of Pay".

Permanent Full-time

CON003001 - Community Program Manager

Ministry: Executive Government>003 Justice

Grade and Job: SGEU.12., CCP - SGEU

Salary Range: \$44.410 - \$55.654

Rate Approved: \$49.000 per hour

Key Responsibilities of position:

The Community Safety and Well-Being Branch of the Ministry of Justice and Attorney General has an opportunity for one dynamic, flexible, and influential professional.

Reporting to an Assistant Director, Community Safety and Well-Being, the successful candidate will be a leader in supporting an inclusive work environment by developing an open, collaborative, and respectful working relationship with other ministries, service providers, agencies, and communities. These positions work in partnership with First Nations, service providers, justice system personnel, human service sector personnel, and representatives from federal, provincial, and municipal governments to improve community safety and well-being across Saskatchewan.

Primary responsibilities for this position include:

- Providing leadership and strategic planning to mobilization efforts at the community level through engagement with local officials, police, First Nations, service providers, and other community leaders;
- Providing expertise and support to agencies delivering critical programming that improves community safety and well-being in a variety of areas;
- Establishing local mechanisms for community safety and well-being planning to guide and integrate new and current programs specific to communities;
- Interpreting data, policies, and procedures to obtain cooperation, resolve conflicts, and establish supportive relationships;
- Developing or encouraging the development of outcome measures that can be consistently applied across community safety and well-being partnerships;
- Coordinating and facilitating information sharing and data sharing between human service agencies;
- Assessing and identifying training needs and developing curriculum, and delivering training on a variety of community safety and well-being issues; and
- Negotiating and managing contracts, conducting procurement processes, and maintaining accountability of financial and reporting requirements.

Our candidate of choice will have both knowledge of and demonstrated ability in:

- Community development and engagement, leadership, and strategic planning with multi-stakeholder groups;
- Negotiation, development, and oversight of contracts in collaboration with multiple partners;
- Consulting, collaborating, and maintaining harmonious and productive working relationships with government and non-government agencies, communities, First Nations, and stakeholders;
- Leading, influencing, encouraging, and advising others to negotiate a mutually-acceptable solution or formal agreement and mediate, negotiate, and resolve conflicts to arrive at solutions that are acceptable to all parties;

- Verbally, and in writing, communicate information to a variety of audiences that persuades, influences, convinces, builds support, educates, and promotes understanding;
- Accurately identify relevant needs and issues, concerns and problems, options, and appropriately apply policies, agreements, contracts, acts, and regulations;
- Apply community development approaches to conduct community consultation, provide leadership on project and program design, and manage large and complex community-delivered programs;
- Develop measurable outcomes;
- Building support for and promoting community safety and well-being initiatives, and providing oversight of community safety and well-being frameworks;
- Developing and delivering training to community-based service providers, including multiple ministries, municipal police, and RCMP, as well as the community at large;
- Verbally, and in writing, communicate information to a variety of audiences that persuades, influences, convinces, builds support, educates, and promotes understanding; and
- Plan and organize multiple complex tasks and projects, taking into consideration conflicting and changing priorities, meeting strict and changing deadlines.

The incumbent will work closely with a provincial team and will emulate collaborative and integrated attributes. Tact and exceptional interpersonal skills are a prerequisite for this position.

This position involves significant travel throughout the province, including northern Saskatchewan. A valid driver's license and the ability to travel multiple and consecutive days is required.

Typically, the knowledge and skills required for this position would be acquired through a bachelor's degree in social sciences or an equivalent combination of directly related experience and training, combined with a demonstrated ability to work collaboratively in the community.

Qualifications of person Appointed:

- Bachelor's Degree, Psychology; and
- 10 years related experience.

Submit challenges to staffing@gov.sk.ca

Closing Date: March 27, 2026