

# DIRECTOR OF COMMUNITY SERVICES

Permanent Full-time Position (35 hours/week)  
Fort Frances, ON



## JOB OPPORTUNITY

The District of Rainy River Services Board (DRRSB) is seeking a Director of Community Services on a permanent full-time basis to join our team in Fort Frances, ON. This posting is for an existing vacancy.

Reporting to the Chief Administrative Officer (CAO) of the District of Rainy River Services Board (DRRSB), the Director of Community Services is a senior leadership role responsible for strategic oversight, innovation, and operational excellence of Community Housing, Homelessness Prevention, Ontario Works, Children's Services, and Directly Delivered Child Care. The Director ensures service integration to enhance community well-being, and oversees high-quality program delivery. This position is responsible for the direct supervision of designated staff. Working collaboratively with the CAO, colleagues, municipal, provincial, First Nations, and community partners, the Director leads system-wide improvements and advocates for the unique needs of the Rainy River District.

### Qualifications will include:

- Four (4) year degree in public administration, community development, social work, or a related field and a minimum of six (6) years of work-related experience. Candidates with an equivalent combination of knowledge and skills gained through work experience, community involvement, or other non-traditional pathways will be considered.
- Advanced verbal and written communication skills are required to present, persuade, provide interpretation, and clarify information for others both inside and outside the organization.
- An expert level of skill is needed to plan, organize and lead the implementation of long-term Program and organizational plans.
- Expert level problem solving and judgment skills are needed to analyze complex, unique issues and interpret various factors to develop innovative solutions from which decisions are made.
- Demonstrated ability to lead teams, drive organizational change, and modernize service delivery, experience managing and coaching direct reports across multiple service areas and demonstrated expertise in public policy, funding advocacy, and service innovation techniques.
- Strong public speaking and report writing skills, experience engaging and building relationships with colleagues, direct reports, team members, community partners, service users and representative groups, and the ability to foster partnerships with government ministries, municipal leaders, and service providers, and to influence government policy.
- Demonstrated experience planning and executing long-term service strategies, knowledge and understanding of community services, funding models, provincial legislation, quality assurance and municipal governance to ensure effective operational insight into service planning.
- Demonstrated experience managing multi-million-dollar budgets, securing funding, implementing cost-effective strategies and proficiency in government reporting, risk mitigation, and compliance management.
- Knowledge and understanding in program design, evaluation, and continuous improvement and the ability to develop and implement evidence-based policies and services.
- Ability to exercise high level of integrity, diplomacy, professionalism, confidentiality, work independently, and to prioritize a diversified workload; and as a team member, cope with workplace change in a fast-paced, high stress environment.
- Proficient computer skills and ability to work within a computerized environment and experience in data analysis, case management systems, financial tracking and service delivery platforms.
- Knowledge and understanding of legislation and regulations necessary to carry out the functions of the job.
- A valid driver's license and access to a vehicle.

We offer a competitive salary, an excellent benefit package and participation in the OMERS Pension Plan. The 2025 salary range for this position is \$119,778 – \$132,216. Candidates who meet or exceed the requirements for this challenging position are invited to submit a resumé and cover letter, including three work-related references, **no later than 4:00 p.m. (CST) on Tuesday, May 20, 2025 to:**

Joanne Spence, Human Resources Officer, B.HRLR, CHRL  
District of Rainy River Services Board  
450 Scott Street Fort Frances, ON P9A 1H2  
**Competition #HR-14-2025-DIRECTOR-CS**  
PRIVATE & CONFIDENTIAL  
or emailed to: [joanne.spence@rrdssab.ca](mailto:joanne.spence@rrdssab.ca)

*The DRRSB wishes to thank all applicants, however, only those selected for an interview will be contacted. The DRRSB is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. This document is available in an alternative format, upon request.*