

Newfoundland & Labrador College of Social Workers

Employment Opportunity Associate Director Quality and Practice Permanent Full-Time

ABOUT US

The Newfoundland and Labrador College of Social Workers (NLCSW) is the regulatory body for social workers in NL. The College was created on Sept 1, 1993, initially as the NL Association of Social Workers, then transitioned to the College on September 30, 2020. Governed by a Board of Directors, NLCSW is a progressive organization with over 1900 social workers.

POSITION OVERVIEW

Reporting to the Executive Director and Registrar, the primary responsibility of the Associate Director of Quality and Practice position is to provide responsible, professional work to ensure the goals and objectives of the organization are achieved. The position focusses on advancing the quality of professional social work practice by engaging in quality assurance activities such as the development of practice resources, facilitating continuing education, providing ethical guidance and public education/engagement. Work involves partner engagement and consultation, researching issues and best practices including issues related to professional conduct review and monitoring trends in social work practice and regulation. Work is performed with considerable independent judgment and initiative within the scope of professional practice, regulations and legislative authority.

The position leads and advises on key policies, procedures and practices to make informed timely decisions on quality and practice issues and where required, professional conduct review. The position supports the College, the Quality Assurance Committee, Ethics Committee, Editorial Committee, Engagement Committee and other committees as necessary while ensuring alignment with the College's strategic plan.

The position is an advisory role to the Executive Director & Registrar for all quality assurance processes, practice and engagement initiatives. Under the general direction and guidance of the Executive Director & Registrar, the position is accountable for the development of quality assurance practices, recommending revisions, developing policy and procedures, increasing the knowledge and skill of social workers, increasing public awareness, and enhancing public protection through the operations of the College by the *Act Respecting the Practice of Social Work (2010)* and guided by the College's vision, strategic plan, by-laws, and policies. The work directly and significantly impacts the sustainability of professional social workers in service delivery in the province. These outcomes impact the public, employers, private and public social work services, community engagement, and national and international support and collaboration.

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The position advances the social work profession, initiatives, research, and recommendations regarding complex regulatory problems. This position has a high degree of accountability and operates with great independence. Many of the recommendations from the College have a provincial, national, or international impact.

KEY RESPONSIBILITIES

- Oversee Quality Assurance processes.
- Provide ethical consultations to social workers.
- Identify issues impacting the social work profession, liaise with internal and external partners, use professional judgment in reviewing literature and reference material, analyze and interpret findings, research and develop best practices, and develop or revise professional social work standards.
- Oversee NLCSW's Embracing Excellence Educational Series including the planning and delivery of continuing professional education events.
- Enhance partnerships provincially and federally in the delivery of continuing education.
- Research and develop practice resources.
- Inform and advance the NLCSW's strategic direction towards reframing governance post truth and reconciliation.
- Lead the NLCSW's social policy initiatives.
- Support the Deputy Registrar in researching and developing policy and best practices related to professional conduct review.
- Work with the MUN School of Social Work to strengthen connections and raise awareness of the NLCSW as the regulatory body.
- Work with the Canadian Association of Social Workers on national projects and initiatives.
- Lead the NLCSW's engagement initiatives including research, data collection, increasing awareness regarding the diversity of social work practice, and public education/engagement regarding the importance of social work regulation.
- Represent the College in a professional manner to external parties including, but not limited to, government, ministerial staff, other regulatory bodies, registrants, agencies and organizations.
- Advance social work issues provincially and nationally; respond to current trends and issues facing the profession; engage social workers and other key partners using strategic communications.
- Perform other related duties as required.

QUALIFICATIONS/REQUIREMENTS

- Master of Social Work degree from an accredited School of Social Work.
- Eligible for registration with NLCSW.
- Extensive experience (5-7 years) in progressively responsible social work positions.

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- Demonstrated leadership experience.
- Experience and knowledge of working in a legislative and regulatory environment.
- Experience and knowledge of social work practice, including practice standards, ethics, and competencies.
- Thorough knowledge of issues affecting social workers.
- Experience in researching topics, analyzing information, and writing reports.
- Valid driver's license and willingness to travel occasionally.

LEADERSHIP SKILLS/ABILITIES/COMPETENCIES

- Extensive knowledge and understanding of the *Act Respecting the Practice of Social Work (2010)*, *Social Workers Regulations*, other relevant legislation, and social work issues and practices.
- Ability to apply knowledge across all social work practice fields and provide ethical and advisory consultations to members and other relevant parties.
- Demonstrated strong interpersonal, negotiation, collaboration, and networking skills to establish and maintain positive working relationships with the public, NLCSW members, social work employers, as well as other key partners.
- Demonstrated ability to facilitate groups, resolve conflicts, and build a consensus and collaboration with committees both provincially and nationally.
- Ability to exhibit strong oral and written communication skills as demonstrated through presentations, written correspondence and reports.
- Creative, analytical person with a strong focus on developing fair and effective solutions.
- Innovative thinker with strong abilities to assess information quickly and make valid, reliable, evidence-informed decisions.
- Strong project management, multitasking, and decision-making skills.
- Outstanding critical thinking and problem-solving skills with a continuous improvement mindset.

WHAT WE OFFER

- Salary commensurate with education and experience.
- Vacation and leave entitlements.
- Health, dental and wellness benefits, including an employee and family assistance program.
- RRSP premium.
- Professional development support.
- Flexible work environment – remote work may be considered.

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HOW TO APPLY

Interested candidates should submit a cover letter, resume, and writing sample to wskinner@nlcsw.ca. In most cases, your writing sample should be based on your previous work history and relevant to this position. The sample should be around 750 words or between one and two pages.

In your cover letter, please note any remote-work needs and external employment, including how you would manage potential conflicts.

The NLCSW is an equal opportunity employer and embraces a culture committed to workplace diversity and an inclusive work environment. All applications are welcome. Diversity is appreciated, and there is an understanding that we all come from different backgrounds and different walks of life, bringing in unique perspectives and experiences. We welcome applications from 2SLGBTQI+, Black, Indigenous, and People of Colour (BIPOC), women, newcomers to Canada, and people with disabilities. Please let us know if you require any accommodation in the application and interview process.

We sincerely thank all applicants for their interest. However, we will only contact those under consideration. For inquiries, please email wskinner@nlcsw.ca.

APPLICATION DEADLINE

October 16, 2026