



PEGUIS MAIN OFFICE
Box 610
Peguis First Nation, MB R0C 3J0
P: (204) 645-2049
F: (204) 645-2558
Toll Free: 1 (877) 777-2049

WINNIPEG OFFICE
500 Madison St.
Winnipeg, MB R3H 0L4
P: (204) 632-5404
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Toll Free: 1 (877) 632-5404

Peguis Child and Family Services Job Posting- Internal

Job Title: Quality Assurance Liaison Worker

Competition Number: 2025-10-20 E

Salary Range: SP3-1+\$58,271.00 (bachelor's degree + experience)

Location: Winnipeg MB

Type: Full Time

Date Posted: Monday October 20, 2025

Closing Date: Friday October 31, 2025

Job Overview:

The Quality Assurance Liaison Worker is responsible for interviewing community members and gathering information to adhere to the Agency's Complaint Regulations under the direct supervision of the Quality Assurance Coordinator. This includes investigating complaints with integrity and respect and providing global support to improve service delivery to children, families and the community at large

Key Responsibilities:

- Conduct Interviews with community members, collaterals, Agency staff and person(s) as directed
- Review and assemble evidence-based information and other documentation as required
- Act as a bridge between different departments, ensuring quality and effectiveness of services and respectful communication
- Ensuring all documentation of complaints and assessment of complaints
- Collecting statistical data and generating reports as it pertains to the management of complaints
- Represent the Agency's Quality Assurance functionality at meetings and events
- Other duties, as assigned.

Qualifications:

- Knowledge of Peguis First Nation's Legislation "Honouring Our Children, Families and Nation Act"
- Excellent interpersonal skills with strong verbal and written communication skills
- Demonstrated strong problem-solving and risk assessment skills.
- Exceptional time-management and planning capabilities
- Maintain a high degree of professionalism, courteousness, and friendliness.
- Self-motivated and dedicated team player
- Knowledge of collateral services/community resources and how to access them are required
- Proficiency in computers – specifically Microsoft Office; knowledge of the Child and Family Services Information System (CFSIS)
- A valid class 5 driver's license and a vehicle are required

EDUCATION & EXPERIENCE:

- Minimum of 2 years' experience in the field of child and family services or equivalent social services field
- A post-secondary degree in social services or a related field

How to Apply: Send a cover letter, resume, and three (3) references to:

Email: hr@peguiscfs.org

Fax: 204-632-7226

Phone: 204-632-5404



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All applicants will be subject to satisfactory pre-employment drug test, criminal records, child and adult abuse registry and prior contact checks. Please cite the competition number and position in the subject line when submitting by email. We thank all who apply, however, only those candidates selected for an interview will be contacted. First Nation applicants are encouraged to self-identify as being of First Nations descent

