



KUNUWANIMANO CHILD & FAMILY SERVICES

Competition No. 16-20

Job posting for On Call Relief Workers

- **District Offices: Constance Lake, Kirkland Lake, Kapuskasing and Cochrane, ON**

Kunuwanimano Child & Family Services is a not-for-profit child and family services agency offering services in a holistic manner to strengthen children and families in their own communities in the context of their unique cultural heritage. Reporting to the On Call Supervisor, the On Call Relief Worker is responsible for responding to all calls received by the agency outside of normal office hours. This person is responsible for the provision of a broad range of child welfare services including intake, assessment, and clinical interventions with children and their families. The On Call Relief Worker will be required to initiate investigations of abuse/neglect, offer crisis intervention services, provide emergency financial assistance, admit children into care, and ensure that children living either in their own home, or children in the care of the agency, are safe and protected.

Requirements:

- Provides fair, equitable, respectful and culturally relevant service to First Nations children and families, consistent with the vision, mission and values of Kunuwanimano, and complies with the organization's By-Laws, Policies, and Procedures;
- Develop and maintain effective working relationships with other emergency service providers, i.e. community prevention, community crisis and first response, police, Women's Shelter, and other protection agencies;
- Display respect and consideration when dealing with clients, foster and parents, other service providers and the general public;
- Complete the forms and reports as required, associated with the information systems as requested by the On Call Supervisor;
- Perform intake, assessment and investigation duties including receiving referrals, screening referrals to determine jurisdiction, and, that there is reasonable and probable grounds to initiate investigation (based on the eligibility spectrum); refer caller to more appropriate service providers, when appropriate; intervene when it is determined children are, or may be, at risk of harm (based on safety assessment) to ensure child's safety and well-being;
- Provide or arrange for emergency services such as the apprehension and placement of children; the provision of in-home support; emergency financial assistance;
- Advise the On Call Supervisor immediately of serious occurrences or other case situations;
- Seek supervisory involvement and approval on all decision or actions before an action or decision is made;
- Ensures confidentiality and safeguarding of all agency and client records;
- Adhere to the legislative requirements of the CFSA, MCYS Standards and Guidelines, Agency policies and procedures, and the Ontario Risk Assessment Model;
- Complete all case documentation, legal papers, and special reports within the required time frames;
- Community College Diploma or High School Diploma with direct related experience. However, others with a combination of skills, education and experience that would allow them to do the job may be considered.
- Must produce a satisfactory "criminal reference check with Vulnerable Sector Screening" certificate and sign an Agency "declaration oath of confidentiality";
- Must possess a valid "G" Ontario Driver's license and have access to a reliable vehicle with \$2 million rider liability insurance.
- Must be willing to travel, able to work flexible hours and provide on-call services when required;
- Ability to speak a native language will be considered a major asset.

A detailed job description is available upon request.

Please refer to our website: www.kunuwanimano.com/employment.htm, for posting details. Please quote Competition No. in your cover letter and resume, and submit no later than **Tuesday, July 5, 2016, at 4:30 p.m.** to HR@kunuwanimano.com, fax 705 268-9272 or by mail to:

Human Resources,
Kunuwanimano Child & Family Services
38 Pine Street North, Unit 120 Timmins, Ontario, P4N 6K6

Please note that preference will be given to qualified First Nations and Aboriginal applicants in our hiring processes. **Please self-identify.** We welcome and encourage applications from people with disabilities. Accommodation is available on request from candidates taking part in all aspects of the selection process.

Only those considered for an interview will be contacted.