



The Family and Children's Services of Frontenac, Lennox and Addington is a progressive child welfare agency that is committed to partnering with communities to provide professional child protection services. We offer an innovative and positive work environment that values continuous learning and staff development.

FAMILY SERVICES WORKER

Job Inventory

**Temporary Full Time, English & Bilingual Opportunities, Unionized – 35 hours/week
6-month Contracts**

** All applications submitted to this "Job Inventory" will be kept on file for a minimum of six (6) months. Qualified candidates will be considered for contract vacancies. Qualified candidates are invited to re-apply as other positions become available or to update their education or experience.*

LOCATION: 817 Division Street, Kingston ON **and/or** 99 Advance Avenue, Napanee

This position is responsible to provide protection services to at risk children and their families and to carry out the mandate of the Child and Family Services Act in accordance with the prescribed guidelines and regulations to ensure child safety and positive outcomes. They are responsible for developing assessments and services plans in collaboration with families including Kin and community services. In this role, the emphasis is on obtaining comprehensive information about the child and family that will inform subsequent decisions and planning processes. The incumbent is required to maintain client records and will be responsible for completion of case recordings, social histories, correspondence and legal documents.

HOURS OF WORK: Monday to Friday, from 8:30 a.m. to 4:30 p.m., however, flexibility is required in order to meet operational needs.

REQUIRED QUALIFICATIONS:

- Master or Bachelor of Social Work or Bachelor's or Master's degree in a related field with a minimum of 3 years of related experience in a professional helping role working with families and children
- Knowledge of the Child and Family Services Act and Ministry of Children and Youth Services' standards
- Excellent counseling and negotiation skills
- Ability to work effectively as a member of a team
- Valid driver's license with access to a vehicle
- Family and counseling experience
- Excellent organization and writing skills
- Proficiency in a Windows environment using Microsoft Office Suite and Windows Explorer
- Familiarity with other software such as e-mail programs, case recording software
- Bilingualism (fluency in French and English) is an asset. Selected candidates will be assessed.
- *Completion of OACAS training (Child Welfare Protection Training, Forensic Interviewing, etc.) is an asset*

Interested applicants are invited to respond in writing to:

Human Resources

Family and Children's Services of Frontenac, Lennox and Addington

817 Division Street

Kingston, ON K7K 4C2

or by fax to 613-542-4428 or by email to hr@facsfla.ca

For further information, please visit our website at: www.facsfla.ca . We thank all applicants, however only those to be interviewed will be contacted.

Family and Children's Services of Frontenac, Lennox and Addington is committed to providing accommodations for persons with disabilities. If you require accommodation during the interview process, please inform Human Resources and we will work with you to meet your needs.

***Please note our offices are SCENT-FREE**