



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES EMPLOYMENT OPPORTUNITY



NOGDAWINDAMIN Family and Community Services, a designated Aboriginal Child Welfare Agency under the Child Youth and Family Services Act serving member First Nations situated between Sault Ste. Marie and Sudbury is seeking to hire a **one (1) year full-time contract**:

INTERVENTION WORKER – SATELLITE OFFICE – SAULT STE. MARIE

Salary Range: \$54,223.00 - \$66,605.00

Overview of Responsibilities

Reporting to the Team Supervisors, the Intervention Worker is responsible for a varied caseload including children and youth in need of intervention services, implementing treatment plans and providing support services including skills training and life skills coaching to alternative care children and supporting children in and out of home placements in accordance with the Child Youth and Family Services Act, Ministry Standards and Agency Policies and Procedures and First Nation community codes of conduct.

QUALIFICATIONS

Education and Experience Requirements

- Bachelor of Social Work Degree
- Life Skills Coach Certification
- Two (2) years' intervention experience in a Social Services Agency working directly with children, youth and families

Knowledge Requirements

- Knowledge of Nogdawindamin programs and services
- Knowledge, understanding, respect and sensitivity of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Knowledge of the Child Youth and Family Services Act
- Knowledge of First Nation service delivery, customs and traditions in relation to child welfare
- Knowledge of external services and service agencies
- Thorough knowledge of the stages, process and milestones of normal development of children from birth to adolescence
- Knowledge of best practices in Parenting Techniques and behavior management

Special Skills & Abilities

- Excellent interpersonal skills
- Sound computer skills
- Demonstrated capability in crisis intervention, conflict resolution, mediation, and problem solving
- Excellent written and oral communication skills
- Strong organizational and administrative skills
- Proven ability to work with First Nation communities and people
- Ability to work with and meet tight timelines
- Ability to take initiative and work independently
- Ability to provide counselling and apply intervention skills
- Ability to implement and evaluate a variety of relevant intervention strategies
- Ability to work within a team environment
- Ability to meet deadlines and work flexible hours
- Ability to work with confidential and sensitive information
- Ability to understand and speak Anishinaabemowin is a definite asset

Other Requirements

- Must provide a Criminal Records Check deemed satisfactory by the employer upon offer of employment;
- Must have a Class 'G' Ontario Driver's Licence, access to a vehicle and the ability to travel;
- Must have \$1M automobile insurance coverage

Nogdawindamin Family and Community Services has been in operation for over 25 years. We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. **JOIN A GROWING AND DYNAMIC ORGANIZATION OFFERING REWARDING CAREERS, COMPETITIVE SALARIES, BENEFITS, PENSION AND A GREAT WORK ENVIRONMENT FOR INDIVIDUALS COMMITTED TO MAKING A DIFFERENCE.**

Please submit a job related resume and cover letter along with three work related references by:

Wednesday, November 28, 2018 – 4:00pm

Hiring Committee

Nogdawindamin Family and Community Services
210B Gran Street, Batchewana First Nation, ON P6A 0C4
FAX (705) 946-3717 hr@noq.ca

Preference will be given to applicants of native ancestry.

Incomplete or late applications will not be accepted

We thank all applicants for their interest; however only those selected for an interview will be contacted.

A full job description is located on our website at www.noq.ca

Job Description

POSITION:	Intervention Worker
ACCOUNTABILITY:	Team Supervisor
CLASSIFICATION:	Full time
DATE APPROVED:	February 19, 2015

JOB PURPOSE

Reporting to the Team Supervisors, the Intervention Worker is responsible for a varied caseload including children and youth in need of intervention services, implementing treatment plans and providing support services including skills training and life skills coaching to alternative care children and supporting children in and out of home placements in accordance with the Child and Family Services Act, Ministry Standards and Agency Policies and Procedures and First Nation community codes of conduct.

KEY JOB FUNCTIONS

Provide Ongoing Support to Children and Youth and Families

Support children and youth with behavioral and emotional challenges through day-to-day case management services.

- Conduct home visits and interventions in required situations
- Implement treatment plans
- Incorporate strategies to engage family members that empower them to make change
- Participate in joint case assessment, planning, and service provision
- Participate in the Treatment Alternative Care Review Committee
- Continually assess the strengths and needs of families, while engaging extended family members and community resources
- Provide ongoing support to children, youth and Alternative Care Providers
- Participate in Family circles, Family Conferencing, and Alternative Dispute Resolution processes
- Support and encourage families to create an ongoing safe and nurturing environment
- Implement and evaluate treatment plans that alleviates and mitigates ongoing concerns
- Ensure that ongoing counseling services embrace and incorporate both contemporary and traditional mental health/support services
- Develop a thorough knowledge of the stages, process and milestones of normal development of children from birth to adolescence
- Coordinate and deliver services and supports to meet the child’s physical, social, emotional, cultural, spiritual, and recreational needs
- Provide skills training and life skills coaching to youth with behavioral and emotional challenges
- Coordinate the management of predetermined rewards, privileges and consequences of a structured behavioral management plan
- Use creative and highly engaging activities to teach skills related to the goals of the treatment plan including behavioral management skills, communication skills, coping skills, problem solving or study skills
- Identify and assess the effects of separation on children and their parents or caregivers and strategize effective responses
- Identify and differentiate healthy attachment and behavior related problems and outline appropriate services to address the specified needs
- Identify and strengthen connections between a child and those who are identified as meaningful and beneficial care givers while the child is in Alternative care setting
- Train caregivers how to establish realistic expectations of children and how to adjust their parenting skills accordingly
- Utilize visitation and access visits for reassurance, ongoing assessment, planning and modeling of interventions

Intervention Worker Job Description

- Ensure Agency compliance with Ministry of Child and Youth Services Serious Occurrence directive and reporting requirements
- Prepare alternative caregivers to develop supportive relationships with biological families to facilitate communication, enhance visitation, and sustain children's attachments
- Support and train Alternative Caregivers in problem solving and crisis intervention strategies
- Identify and support Alternative Caregivers in responding to the issues and challenges associated with caring for children with physical or developmental disabilities, mental illness, emotional disturbance, behavior problems, chronic health issues, or who have experienced trauma
- Identify linkages for Alternative caregivers to appropriate community services and providers to address the needs of children in care
- Implement, and monitor training strategies to prevent burnout, maintain positive morale, and increase retention of skilled Alternative caregivers
- Decrease the anxieties and emotional conflicts of Alternative care giving families in order to maintain stable placements for children in care
- Intervene at the first indicators of placement stress to help stabilize Alternative care families and prevent placement disruption
- Report emergencies such as runaways, accidents or medical problems

Relationship and Team Building

To work collaboratively and cooperatively at all levels in order to support the use of a family-centered, strengths based, child focused practices while assisting families to build their capacity in providing safe and nurturing environments for children.

- Demonstrate behaviors, actions and attitudes that are consistent with Agency vision, mission and values
- Provide opportunities for the enhancement and development of a positive cultural identity of the children, families and communities served
- Ensure appropriate communication and consultation with Supervisor at appropriate times
- Ensure effective and professional communications with all internal and external service providers including, alternative care homes, the police, schools, and medical professionals
- Share information according to privacy and/or confidentiality guidelines
- Work respectfully, positively, professionally and collaboratively with team members

Administration and Reporting

To complete administrative functions, reports and adhere to Agency policies, procedures and relevant practices.

- Ensure confidentiality and safe keeping of all Agency documents and records
- Develop and maintain a detailed work plan of activities
- Develop and maintain work files that are accurate, up-to-date and concise
- Work in compliance with Occupational Health and Safety Act and any other legislation
- Prepare and submit monthly reports, attendance records and travel expense claims
- Follow the Agency's Human Resource, Finance, Alternative Care and other Policies and Procedures in the performance of duties

Other Duties

- Participate in internal or external committees as required or requested
- Other duties as required and assigned

QUALIFICATIONS

Minimum Education

- Bachelor of Social Work Degree
- Life Skills Coach Certification

Minimum Experience

- Two (2) years' intervention experience in a Social Services Agency working directly with children, youth and families

Knowledge Requirements

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Other Requirements

- Must provide a clear Police Records Check with Vulnerable Sector Check
- Must have a Class 'G' Ontario Driver's License, access to a vehicle and be able to travel

WORK SITE LOCATION

The position(s) will be based out of the satellite offices.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

While performing the duties of this job, the Intervention Worker will typically be in a home or office setting with regular meetings with children, families and other professionals. The Intervention Worker is frequently required to operate a computer, file and retrieve written documents, and work overtime when required or during emergency situations.

The physical demands and range of motion include, but are not limited to, standing, sitting, walking, climbing stairs, lifting up to 40 lbs., carrying, reaching, handling, kneeling, crouching and bending. The Intervention Worker will be required to travel to meetings and home visits within the district.

The Intervention Worker must be able to multi-task within a fast-paced, high-volume and demanding environment. The Intervention Worker absorbs and interprets information from multiple parties on a regular basis and is required to listen and reconcile multiple points of view, which can be mentally challenging. As a result, this position is more emotionally challenging than physically challenging. There will be extended periods of sitting required when performing administrative tasks and while attending meetings.

Non-physical demands include a work environment where the noise level is usually moderate to high. The nature of the position may expose the Intervention Worker to high levels of tension when dealing with issues. The level of tension is usually moderate, with high levels of tension occurring occasionally.

The Intervention Worker may be exposed to potentially hazardous environments including driving conditions and volatile situations during home visits.

TECHNOLOGY & EQUIPMENT

Computer, photocopier, telephone, fax machine and cell phone

SUPERVISORY RESPONSIBILITY

This position is not required to supervise any staff.

KEY RELATIONSHIPS

Internal

The position requires interaction with the Team Supervisor, Alternative Care Workers, Children Support Workers, Client Records Clerks, Cultural Services Department, Administrative Assistant and other staff.

External

The position requires interaction with the Ministry of Child and Youth Services, Children’s Aid Societies, other First Nation communities, and all service related agencies within the First Nation that respond to child welfare service delivery needs.

DISCLAIMER

This document describes the position currently available and is only a summary of the typical functions of the job. It is not an employment contract. The above job description is not an exhaustive list of the duties, responsibilities, working conditions or skills required for this position. Additional duties may be assigned. Nogdawindamin reserves the right to modify job duties or the job description at any time.

SIGNATURE

This is to acknowledge that I have received a copy of this job description and understand its contents.

Signature of Employee

Date