



Native Child and Family Services of Toronto

Native Child and Family Services of Toronto is an Indigenous, community controlled multi-service agency. Our mission is to provide support, ensure safety and enhance the quality of life for Indigenous families, children, and youth within the greater Toronto area. Our agency works within a holistic framework, which builds on individual and family strengths, and engages clients as partners in identifying issues and their solutions.

Adoption/Permanency Planning Worker

Classification: Regular Fulltime Rate: \$57,140 - \$89,465
Hours: 35 hrs/wk. Location: 30 College St.

NCFST is committed to staffing a workforce representative of the Indigenous population we serve. We encourage First Nation, Metis and Inuit applicants to apply and please self-identify in their cover letter.

Position Summary

Under the direction of the Supervisor, Resources and Permanency Planning, the Permanency Planning and Adoption Worker will:

- Work with the Adoption Home Assessor and Children's Service Worker (CSW) within a co-management role to secure and select appropriate matches between the child and potential adoptive parent(s).
- Provide a spectrum of adoption services to children in care, adoptive applicants and birth families.
- Manage a caseload of children and adoptive applicants through the process of adoption, preparation, assessment, matching, placement, adoption probation and finalization.
- Provide appropriate cultural linkages and supports to prospective adoptive parents.
- Assess and facilitate family or system adjustments to having a child placed in the home as well as resolution to any placement issue.
- Coordinate requirements for court hearings including preparing evidentiary materials, counselling prospective adoptive parents or other stakeholders regarding court procedures and reviewing case information with lawyers.
- Prepare/send appropriate documentation to support supervision by another CAS where a child is placed out of our catchment area.
- Complete case recordings including reports, correspondence, and legal forms, as required by the Child and Family Services Act and NCFST policy.
- Provide information to clients and members of the community regarding the provisions and requirements of the Child and Family Services Act and services/programs of NCFST with regards to adoption.
- Conduct home studies and assessments of prospective adoptive parents or liaise with appropriate Children Aid Societies to ensure assessments and home studies are complete where the family is resident outside of NCFST catchment area.
- Attend regular supervision, prepared to discuss cases and seek consultation.

What we are looking for

- B.S.W. from an accredited university
- Alternatively an equivalent combination of education and experience in Indigenous family and children issues in a child welfare context.
- A valid Driver's Licence and access to a reliable vehicle are required for this position.
- Pass a Vulnerable Sector Police Record Check.
- Knowledge of Child, Youth and Family Services Act, Abuse Protocols, Risk Assessment Model and OnLAC.
- Knowledge of child development and demonstrated skills in the areas of assessment, diagnosis and treatment planning.
- Knowledge of the Toronto Indigenous community and history of child welfare in the community.
- Excellent written communication; strong verbal communication; organizational skills; ability to multitask and prioritize; initiative and respect for confidentiality.
- Demonstrated understanding, and commitment to, integrating the Native Child and Family Services of Toronto Mission and values in to practice, service and relationships.
- Demonstrated understanding of workplace Health and Safety practices and understanding of an employee's responsibility under current legislation.
- Ability to work effectively with all levels of staff, to maintain effective communication and working relationships, demonstrating strong interpersonal skills, tact, sensitivity and build strong internal relationships.

If you are interested in this job opportunity, please apply by email on or before **February 12, 2019** hrcfst@nativechild.org quoting reference number **#19-01-11**

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. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.