



## **Dnaagdawenmag Binnoojiiyag Child & Family Services**

517 Hiawatha Line  
Hiawatha First Nation, ON  
K9J 0E6

### **Employment Opportunity Family Finder (Multiple Positions) Orillia and Peterborough locations**

#### **Purpose of the Position:**

Reporting to the assigned Alternative Care Supervisor, the Family Finder's role is to engage and screen identified family (kin and kith), as possible emotional, customary, and legal permanency options for children and youth in Dnaagdawenmag Binnoojiiyag's care in accordance with Dnaagdawenmag Binnoojiiyag's policies and procedures, Ministry Regulations, Standards and Directives, and relevant legislation.

#### **Responsibilities:**

- Conduct interviews with the child/youth, the referral source, their caregiver(s), initially identified relatives (kin and kith), and other identified individuals;
- Diligently continue to identify, locate, and engage additional relatives or other important people in the child/youth's life;
- Conduct telephone interviews and/or home visits to locate and engage prospective family/community connections to establish or to ascertain additional contact information for family/community member connections;
- Administer DNA & paternity tests and submit to lab for processing. Related consult with the Alternative Care Supervisor as needed;
- Screen identified relatives or other individuals via completing Child Welfare checks and Criminal Record checks and assist family members in completing a proposed Family Plan submission in accordance with Dnaagdawenmag Binnoojiiyag policies and procedures, Ministry Regulations, Standards, Directives, and relevant legislation;
- Arrange family case conferences or circles and ensure barriers to participating are removed for extended family (kin and kith);
- Collaborate with referring Dnaagdawenmag Binnoojiiyag staff and external resource partners, and access internal resources to ensure effective coordination and provision of service;
- Collect, organize, and prepare verbal and written reports and genograms regarding pertinent family information;
- Provide expertise/consultation, education, and training about the Family Finding Program and services to Dnaagdawenmag Binnoojiiyag staff and external resource partners;

- Consult with the Alternative Care Supervisor regarding decisions and planning in accordance with Dnaagdawenmag Binnoojiiyag policies and procedures, Ministry Regulations, Standards, Directives, and relevant legislation;
- Provide coverage and support to other positions within the department as assigned by the Alternative Care Supervisor to maintain the efficient and effective delivery of service.

### **Education and Experience:**

- BSW OR a BA in a related field combined with a minimum of three years of Child Welfare experience;
- A solid understanding of and sensitivity to the experiences of Indigenous peoples in Canada and the impact of the legacy of Residential Schools and the “Sixties Scoop” upon them is essential;
- Preference shall be given for persons of First Nations, Metis or Inuit heritage who meet the educational requirements, or who have alternate, equivalent education, and experience in the opinion of the Executive Director.

### **Accountabilities:**

- The employee is required to provide their own vehicle for use on the job;
- Provide Dnaagdawenmag Binnoojiiyag with evidence of your valid Ontario Driver’s License;
- Provide proof of liability insurance coverage for at least \$2,000,000.00, which must include coverage for the transportation of children;
- Your vehicle should be equipped for the use of child car seats;
- Provide an acceptable Drivers Abstract;
- Provide an acceptable CPIC with VPSS.

### **Work/Knowledge Requirements:**

- Thorough understanding of and ability to practice a strength-based, anti-oppressive, and culturally sensitive approach with children/youth, their parents, and extended family (kin and kith);
- Strong understanding of the principals of permanency and Family Finding theory, history, and services;
- Strong working knowledge of the fundamentals of Kinship, Foster Care, and Adoption;
- Strong knowledge of the child welfare system and the issues faced by the unique child/youth and family populations served by this position;
- Highly effective listening, verbal, and written communications skills;
- Exceptional ability in conflict management and dealing with stressed/difficult people and situations;
- Exceptional interviewing skills and ability to create a comfortable interview environment;
- Highly effective time management skills and ability to work effectively and independently under the pressure of tight time lines, competing priorities and emergent issues;
- Excellent interpersonal skills including the ability to work cooperatively and collaboratively with internal and external resources;
- Strong attention to detail and accuracy and ability to balance multiple tasks and assignments;

- Possess exceptional interviewing skills to establish comfortable and confident engagement of individuals while gathering pertinent information.

**Salary Range:** \$63,000.00 - \$73,124.00 based on experience and qualifications

**Closing Date:**

- Open until filled, first screening March 8th, 2019;
- Incomplete applications will not be considered;
- Only those selected will be contacted for an interview.

**Please send:**

- Application for Employment (available at [www.binnoojiiyag.ca](http://www.binnoojiiyag.ca) ). Please indicate preferred location in your application;
- Cover letter and Resume (include 3 work related references) to:

Carrie Wilson, Recruiting Coordinator  
Dnaagdawenmag Binnoojiiyag Child & Family  
Services,  
517 Hiawatha Line,  
Hiawatha First Nation, ON  
K9J 0E6  
Fax: 705-295-7137  
Email: [careers@binnoojiiyag.ca](mailto:careers@binnoojiiyag.ca)

**Notes:**

- Persons of First Nations, Metis or Inuit ancestry and members of Dnaagdawenmag Binnoojiiyag First Nations are encouraged to apply;
- For a full job description and any questions please email: [careers@binnoojiiyag.ca](mailto:careers@binnoojiiyag.ca)