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| Position: | Family Access Support Worker | Hours: | 35 hours/week Flexibility is required (Monday – Friday 8:30 a.m. – 4:30 p.m.) |
| File No.: | FACSFLA-1920-55 | Positions: | 3 |
| Employment Type: | Full-time Temporary | Location: | Kingston, ON |
| Date Posted: | March 14, 2020 | Closing Date: | March 31, 2020 |

Tasks and Responsibilities

- Access related to crown wards
- Work with youth referrals - work in home with other ESS workers where student works specifically with child(ren) and ESS worker with parents
- Available to other workers (fs/cs) to assist with home visits as needed
- Organize ESS resources
- Provide services to children/youth and families (kin, foster, adoptive or birth) to assist with relationship building and management of behavioural/emotional needs of the child/youth;
- Provide services to assist adolescents in their practical and emotional life skills development and preparation for independence;
- Supervise visiting/drop off arrangements between children and families and assist parents in learning specific skills related to the care of their child;
- Assist with parenting group facilitators during group;
- Maintain any required documentation;
- Assist with any special events/projects as may be appropriate;
- Participate in training as may be appropriate and relevant to their role
- Liaise with family service workers to collect information on families and children to match children with appropriate summer recreation
- Meet with caregivers to complete registration for summer recreation for their children
- Contact camp directors or designates to make referrals to summer recreation programs (camps, skill development programs, etc.) On behalf of families involved with FACSFLA
- Occasionally provide transportation to children to and from summer recreation programs

Requirements

- Ability to work in a team environment
 - Possess a valid G driver's license with access to a vehicle
 - Driver's Abstract
 - Excellent organization, planning and writing skills
 - Excellent communication and problem solving skills
 - Ability to effectively respond to crisis situations to ensure child safety
 - Proficiency in Windows environment using Microsoft Office Suite
 - Flexible hours of work may be required
 - Criminal Reference Check and Vulnerable Sectors Check
 - Knowledge of the Child and Family Services Act and Ministry standards and guidelines
 - Due to Agency/subsidy requirements, must be between the ages of 18 - 30
 - Proficiency in English and French would be considered an asset
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How to Apply:

- To apply, please email your resume and cover letter quoting the competition file number (FACSFLA-1920-55) and title of position you wish to apply for, to: hr@facsfla.ca Interested and qualified applicants are invited to apply in writing by March 31, 2020
 - Please include the competition number and the title of the position in the subject line of the email.
 - Please submit cover letter and resume as single attachment.
 - When applying for multiple positions, please submit a separate application for each position following the above instructions.
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For further information, please visit our website: [Family and Children's Services of Frontenac Lennox and Addington](#)

We would like to thank all applicants; however only those selected for an interview will be contacted.

The Agency will provide support in its recruitment processes to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. If you require accommodations during the interview process, please contact Human Resources at hr@facsfla.ca.

NOTE: We are a scent-free workplace.