

Position:	Family Support Worker	Hours:	28 hours/week Flexibility is required
File No.:	FACSFLA-2021-68	Number of Positions:	1
Employment Type:	Temporary Part-time	Location:	817 Division St., Division ON
Date Posted:	March 26, 2021	Closing Date:	April 11, 2021

Position Summary:

The Family Support Worker is responsible for identifying and advocating service needs for children with a developmental and/or physical disability. They provide counseling and support to the client and to his/her family to encourage development and social adaptation. They are responsible for completing forms, applications and coordinating appointments for parents and children. They are involved with providing co-ordination of service by maintaining contact with service providers and attending and chairing case conferences. They are also responsible for maintaining up-to-date case notes and records.

Required Qualification:

- Undergraduate degree in Humanities
- Experience working within the developmental services sector
- Knowledge of the Child and Family Services Act and Ministry of Children and Youth Services' standards
- Demonstrated skills in family and individual counseling
- Ability to work effectively as a member of a team
- Excellent organizational 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
- Possess a valid driver's license with access to a vehicle
- Flexible hours of work are required outside of regular scheduled business hours
- Bilingualism (fluency in French and English) is an asset

How to Apply:

- To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: hr@facsfla.ca Interested and qualified applicants are invited to apply in writing by April 11, 2021.
 - 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 a single attachment.
 - When applying for multiple positions, please submit a separate application for each position
-

For further information, please visit our website at: www.facsfla.ca

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 takes into account 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.