



# KUNUWANIMANO CHILD AND FAMILY SERVICES

Kunuwanimano Child and Family Services is a not-for-profit child and family services agency offering services in a holistic manner to strengthen children and families in their own communities in the context of their unique cultural heritage.

## CAREER OPPORTUNITY

<b>POSITION:</b>	<b>FAMILY SUPPORT WORKER (Union Position)</b>
<b>COMPETITION:</b>	21-37R
<b>LOCATION:</b>	Cochrane, ON
<b>STATUS:</b>	Full-Time- 35 hours per week
<b>SALARY:</b>	\$50,656 - \$66,660 per annum
<b>CLOSING DATE:</b>	closes April 22, 2021 @4:30PM

**JOB SUMMARY:** Reporting to the Program Supervisor or designate, the Family Support Worker's main responsibility is to address the needs of the community(ies) they serve. All duties must be performed in compliance with the Child and Family Services Act, Ministerial Guidelines and agency policies and procedures.

### REQUIRED QUALIFICATIONS:

- Post-secondary diploma in a related field (social service worker, child & youth worker, etc.) and 1-2 years related experience social work.
- Must produce clear Criminal Record Check with Vulnerable Sector Screening
- Ability to speak a native language considered a major asset.
- Demonstrate excellent planning, organizational, administrative and communication skills.
- Demonstrate excellent interpersonal skills in order to liaise with a variety of internal and external contacts, oral and written communication skills
- Demonstrated proficiency with various software packages including but not limited to word processing, database and or spreadsheet applications.
- Knowledge of Child and Family Services Act.
- Knowledge of individual, family, child, adolescent and group behavior.
- Must have experience in counselling, case management, file maintenance and statistical reporting.
- Must be able to work under minimal supervision.
- Must possess a valid "G" Ontario Driver's license, be willing to travel, able to work flexible hours, able to work independently and provide on-call services when required.

### KEY RESPONSIBILITIES:

- Provides fair, equitable, respectful and culturally relevant service to First Nations children and families, consistent with the vision, mission and values of Kunuwanimano.
- Maintains effective relationships with First Nations Councils, elders, committees and applicable agencies.
- Participates with community(ies) to explore service options and strategies to address issues affecting First Nations children and families.
- Conduct intake and assessment procedures to ensure the community members needs are properly directed
- Develop a plan of action to organize the goals created in partnership with the client(s) and other service providers.
- Refer clients to appropriate service providers when required and advocate on their behalf should the need arise.
- Ensure all documents are continuously up to date. (i.e. client files, case notes, and other pertinent documents)
- Gather client data for statistical purposes.
- Deliver awareness/prevention programs that are geared to the needs of the community(ies).
- Attend work related training sessions, workshops, and meetings as requested by the Supervisor.
- Intervenes in crises situations where risk to children exists and initiates timely response to ensure the safety of the child;

**We offer a competitive benefits, pension and compensation package and opportunities for professional development.**

Please refer to our website: [www.kunuwanimano.com/employment.htm](http://www.kunuwanimano.com/employment.htm), for posting details. A detailed job description is available upon request. Please quote the Competition No. in your cover letter and resume, and submit by email to [HR@kunuwanimano.com](mailto:HR@kunuwanimano.com), by fax to 705 266-9122, or by mail to:

Human Resources,  
Kunuwanimano Child & Family Services  
401 Cedar Street South,  
Timmins, ON  
P4N 2H7

Please note that preference will be given to qualified First Nations and Aboriginal applicants. **Please self-identify.** We welcome and encourage applications from people with disabilities. Accommodation is available on request from candidates taking part in all aspects of the selection process.

**Thank you for your interest in our Agency. Only those considered for an interview will be contacted.**