



Halton Children's Aid Society JOB POSTING # 20-23

Child and Youth Permanency Worker (CIC)

POSITION TYPE:	One (1) Temporary, Full Time Position (For a period of up to twelve (12) months)
EMPLOYEE GROUP:	CUPE Local 2501 Band 6
SALARY:	\$67,054.23 - \$87,463.37
DEPARTMENT:	Child and Youth Services
REPORTS TO:	Child and Youth Permanency Supervisor
POSTING DATE:	September 6, 2023
POSTING DEADLINE:	Applications should be submitted through https://myavanti.ca/careersathaltoncas by October 5, 2023 at 4:30pm

This position supports the integration of each child into the family and the community through the development of best practice community based support services for caregivers and children.

Child and Youth Permanency Workers continue to provide a range of services to those children and youth from admission to care until they demonstrate readiness to leave care.

Child and Youth Permanency Workers ensure that all in-care services are provided in accordance with legislative requirement, Ministry Standards, and the Society's strategic direction, values and within best practice framework.

While principally responsible for children in care, the Child and Youth Permanency Worker collaborates with Community Child Protection Workers to support lifelong connections and pursue familial permanency.

Main duties and responsibilities include, but are not limited to:

Duties are typically assigned from the following service streams to address specific service needs while ensuring a seamless approach to providing care to children and youth in care: resource/kinship development, case management of resource and kinship families/homes, children in care services, case management of adoptive processes and engaging life-long connections.

Resource/Kinship Development:

- Locates and engages a wide variety of families in the community interested in providing permanent connections and care for children as kin care, foster, foster to adopt, or adoptive parents within a child specific context.

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- Promotes awareness in the community of the needs of children through the use of various recruitment strategies, with a focused effort to recruit families who can offer permanency in alignment with the Society's Strategic Plan.
- Assesses the availability of outside paid resources (OPRs) for those children/youth that may need these services.
- Provides education, support, and strategic training to kin care, foster, foster to adopt, and adoptive parents.
- Assists those interested in becoming resource/kinship parents in making an informed decision through orientation meetings and the provision of educational materials outlining current foster and adoption facts and challenges.
- Tracks and reports on resource/kinship parent applicants as they progress through the application process.
- Receives referrals and conducts an initial assessment that includes a prospective caregiver's willingness and ability to provide care.
- Conducts Agency record check of the caregivers and others residing in the home.
- Conducts an in-depth assessment within thirty days of referral that includes an assessment of the prospective caregiver's motivation, family dynamics, caregiver/parent interactions, child rearing practices, material resources and family supports.
- Completes the home study process utilizing Structured Analysis Family Evaluation (SAFE) and Parent Resources for Information Development and Education (PRIDE) assessment and training requirements.
- Completes a written report, including the Home Assessment and provides recommendations as to the suitability of the prospective caregivers to provide informal or formal care; and communicates such report to prospective caregivers.
- Communicates regularly with workers and supervisors involved with the file on the progress of the assessment and any concerns identified.
- Locates possible resource placement for child(ren)/ youth, making placement decisions based upon the best interests of the child, legal status, and resources available with permanency of effective parenting as the prime objective.
- Ensures each child is placed in a resource/kinship home which maximizes their individual potential for growth and development and is responsive to planning for short term and permanency commitment.

Resource / Kinship Case Management:

- Provides support and direction to resource/kinship parents and facilitates opportunities for skill development.
- Manages approved kin and resource homes maintaining standards and meeting the requirements for Foster Care Licensing and Child in Care Audits.
- Facilitates family meetings involving complex issues and large numbers of participants.
- Assists as needed in any interviews regarding allegations of abuse/maltreatment or neglect of the child involving current or past caregivers.

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- Manages services provided to kinship service parents, and documents the same in the kinship service file in accordance with Ministry standards and Society policies and procedures.
- Assists kinship service parents in the development of a strong relationship between each child and their kinship service providers.
- Participates in the planning or adjustment of child and kinship service providers in situations of replacement or discharge.

Children / Youth in Care Services:

- Ensures that statutory requirements for children in care are complete and documented in a timely fashion, including admission medical and social histories; develops and implements pre-placement plans and plans of care for each child or youth.
- Supports the integration of each child into the resource family and their community.
- Develops a working relationship with each child in order to assist the child's physical, mental, emotional, educational and social growth in substitute care.
- Maintains regular contact with the child.
- Ensures that the child/youth has an opportunity to be heard or represented in decision making, including ensuring their right to participate in court processes about them.
- Establishes a concurrent and permanency plan for the child/youth.
- Actively ensures the quality of care provided during placement and/or the adoption probationary period; intervenes as necessary and supports resource parents in their efforts to meet the child or youth's needs.
- Assesses and reassesses at prescribed intervals the needs of the child, develops a plan of care that sets out specific objectives for work, and supports the child/youth and relevant caregivers in developing appropriate goals.
- Coordinates case conferences on a regular basis and in response to unanticipated events.
- Facilitates access with natural family members as per court orders and otherwise, to meet the needs of the child/youth and retain long term family connections.
- Addresses the long term needs of the child and family by utilizing any and all community resources to assist the resource family in meeting developmental goals and any special needs of the child/youth including education and life skills learning through educational or specialized programs.
- Ensure that children admitted to care are in and remain in a placement which is safe and appropriate to their needs
- Develops replacement plans when needed that address the best interests of the child, the adjustment of the child to being in care and which maximize the bonding/attachment process.
- Participates in and prepares for court, providing evidence, documents and attending court hearings to establish a permanent plan for the child.

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Continued Care Services for Youth:

- Ensures that statutory requirements for Continued Care Services for Youth (CCSY) are complete and documented in a timely fashion, including the development and implementation of CCSY contracts for each youth.
- With the consent of the youth, supports the integration of each youth into their community.
- Develops a working relationship with each youth in order to assist the youth's physical, mental, emotional, educational and social growth while living independently.
- Maintains regular contact with the youth.
- Ensures the youth has an opportunity to be heard or represented in decision making within the agency; and is prepared to work with the youth, if requested, about other formal or court processes that may involve them.
- Assists the youth in making positive housing choices, and with their consent, intervenes with them in landlord/tenancy processes.
- Assesses and reassesses at prescribed intervals the needs of the youth, develops a plan with the youth that sets out specific objectives and supports the youth in developing appropriate goals.
- Coordinates case conferences as needed and in response to unanticipated events.
- Facilitates access with natural family members and supportive adults to meet the needs of the youth and to retain long term supportive connections.
- Addresses the long term needs of the youth by utilizing any and all community resources to assist the youth in meeting developmental goals and any special needs of the youth including education and life skills learning through educational or specialized programs.

Adoption Case Management:

- Provides support and direction to approved adoptive parents and facilitates opportunities for parenting skill development prior to and during adoption placement.
- Provides supervision throughout the adoption probation period to ensure the appropriate integration of the child or sibling group into the family taking into account best practices about bonding and attachment.
- Finalizes adoptions in a timely manner.
- Facilitates post adoption counseling and support groups, by developing collaborative relationships and networks with related service providers to strengthen service provision for children and youth.
- Provides a responsive and sensitive adoption disclosure service.
- Responds to all requests for adoption disclosure and provides adoption disclosure counseling as per provincial requirements and agency policy.
- Ensures thorough and accurate information is available for disclosure reports and provides or ensures a supported disclosure process.

Family Finding / Connections Facilitation:

- Facilitates Family Connecting practice across the Agency through the coaching and training of relevant service teams

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- Provides consultation with relevant workers on the family finding model, to provide kin options to meet the permanency needs of the child.
- Collaborates with Agency service staff to embed the practice of the family finding model and philosophy.
- Provides orientation and ongoing training to service staff regarding the practice of family finding and life-long connection, through a child welfare lens.
- Develop the practice of family connecting through the use of social media, speaking engagements, education and messages and training opportunities, within the Agency, and community.
- Develop the practice of family connecting across the province by participation on provincial committees, speaking engagements and educational forums.
- Facilitates conferencing model within Agency and participates in other specific case conferences as needed.
- Educates staff on discovery techniques that actively uses technology, including investigative research strategies available for the efficient completion of job responsibilities.
- Coaches staff on highlighting documentation of family connecting in file through the completion of genograms, case notes, file documentation, evaluation instruments, data system information changes, and other administrative processes according to agency policy.
- Participates in ongoing program evaluation and related activities.
- Attends for supervision at the intervals required by Agency policy and reports to the supervisor regarding the discharge of his/her responsibilities. In addition, where circumstances require it, the worker consults with the supervisor on an emergency basis. The worker follows the direction of the supervisor.
- Attends training identified by the Supervisor, and is able to demonstrate the transfer of learning into practice.
- Accepts referrals for family finding, completes genograms, case notes, file documentation, evaluation instruments, data system information changes, and completes other administrative processes according to Agency policy.

Knowledge, Education, Experience, Skills and Attributes

Qualifications

- MSW, BSW (preferred) or one of the following alternative degrees with the specified years of experience:
Master's Degree in a human services discipline and a minimum of three (3) years satisfactory experience working with children and families.
or
Bachelor's Degree in a human services discipline and a minimum of three (3) years satisfactory experience working with children and families.
- Lived experience as Black, First Nations, Inuit and Metis people considered a strong asset.

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- Previous child welfare experience considered a strong asset.
- Knowledge of relevant CAS computer applications considered a strong asset.
- Valid Driver's License and access to a reliable motor vehicle with appropriate liability insurance is required.
- A satisfactory Police Records Check is required.

General Skills and Attributes

- Knowledge of current legislation, community resources, research and evidence based best practices related to positive outcomes for children, youth and families.
- Skill and knowledge in family assessment and attachment; as well as, normal growth and development of children and common deviations.
- Provides service according to professional standards toward the best interests of children, youth, families and the Society.
- Ability to deal with highly sensitive and personal information in a confidential manner.
- Ability to analyze information, problem-solve and make solid recommendations.
- Ability to work cooperatively with other agencies, resource parents, professionals and colleagues.
- Highly effective communication and interpersonal skills.
- Demonstrates exceptional organizational, multi-tasking and prioritizing skills.
- Strong negotiation and conflict resolution skills.
- Ability to deal with populations facing obstacles, utilize crisis intervention skills and build upon strengths of families and children.
- Ability to prioritize workload within competing demands and deadlines.
- Strong attention to detail.
- Flexible, adaptable and responsive to change.
- Ability to write clear and concise assessments and reports.
- Actively upholds the principles identified in the Society's Code of Conduct.
- Passion and commitment to an inclusive workplace; respecting and valuing the diversity of every individual.
- Solid ability to use MS Office and Outlook applications.

Equity, Diversity and Inclusion

- Responsive to the knowledge and understanding of the culture, history and current oppressions experienced by marginalized communities and communities that are overrepresented in the child welfare system, including Indigenous, racialized and the 2SLGBTQ+ communities.
- Fosters an inclusive and accessible environment where all employees, service recipients and volunteers are respected
- Strong knowledge, understanding and experience working within an equity and anti-oppressive, anti-racism practice framework, including knowledge of the 11 One Vision One Voice Race Equity practices and the Truth and Reconciliation Calls to Action
- Ensures ethnic, spiritual, linguistic, familial and cultural differences are respected

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- Acts in accordance with and incorporates the Society's Code of Conduct, Confidentiality, Equal Opportunity and Anti-Discrimination, Harassment & Discrimination policies, etc.

Halton CAS has a vaccination policy and procedure in place. As a condition of employment, new employees are required to be vaccinated for COVID-19 unless they have a valid reason not to be vaccinated based on a protected ground under the Ontario *Human Rights Code*.

The successful candidate will be made an offer of employment on the condition of being fully vaccinated against COVID-19. Fully vaccinated is defined as having received all of the required doses of a Health Canada approved vaccine and having received the final dose at least 14 days before your employment start date. The candidate will be asked to provide Halton CAS with proof of full vaccination, prior to the candidate's employment start date. Acceptable proof includes an Ontario Ministry of Health COVID-19 vaccine receipt which you can obtain through the Provincial portal <https://covid19.ontariohealth.ca/>, or other government-issued vaccine passport or certification.

As described above, the requirement to be fully vaccinated is subject to the Ontario *Human Rights Code*. If the candidate is unable to receive the COVID-19 vaccine for a reason protected by the *Code*, requests for accommodation from the vaccine policy will be assessed on a case by case basis and will be subject to Halton CAS' accommodation process.

The Halton Children's Aid Society is an equal opportunity employer.

We thank all applicants for their interest in the Halton Children's Aid Society, we will only contact those selected for an interview. All interviewed candidates will be asked to provide a minimum of two supervisory references.