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**JOB TITLE: CHILD PROTECTION WORKER –INTAKE & ASSESSMENT**

**PROBATIONARY PERIOD:**

Six months to be evaluated by the supervising Manager.

**LENGTH OF CONTRACT:** PERMANENT FULL TIME

**DESCRIPTION:**

Under the supervision of the Unit Service Manager, the Child Protection Worker provides child protection services and case management to children and families as required by the Child, Youth & Family Services Act of Ontario. This includes providing services to families for protecting children or for the prevention of circumstances requiring the protection of children and services to children in care and their caregivers.

**DUTIES & RESPONSIBILITIES:**

1. In accordance with the worker's assigned role as established in the agency's current service model to provide case management and support, facilitation, prevention and intervention services in accordance with the Child, Youth & Family Services Act, Ministry regulations, directives, standards, and Agency policy and procedures. This may include investigation, assessment, family intervention and facilitation services to families in the community and/or to children in care and their birth families and/or alternative caregivers. Duties may also include case management especially related to CIC, Kin services and Resources.
2. Provide services to support families in the community or children in care with a focus on and their birth families and alternative caregivers concentrating on services to facilitate family and relationship networks that will ensure children's safety and promote children's well-being, and maintaining, establishing and building supportive lifelong relationships. Services will be provided in compliance with the Child, Youth & Family Services Act, Ministry regulations, directives, standards, and Agency policy and procedures.
3. Complete reports, records, and other administrative requirements in accordance with the C.Y.F.S.A., Ministry regulations, directives, standards, and Agency policy and procedures.
4. Facilitate, develop, implement, and review service plans for family cases and plans of care for children in care in collaboration with and as developed by family networks and other service providers

5. In consultation with the Manager and legal counsel, prepare cases to be presented to court pursuant to the Ontario Child, Youth and Family Services Act and give evidence as required.
6. Work in a safe manner in accordance with the Society's Health and Safety Policies and procedures and all relevant legislation.
7. Provide back-up to other Unit members and overall Agency as required.
8. Provide After – hours services for the Agency as required and in accordance with the Collective Agreement.
9. Use technology and information systems to process and retrieve information according to Agency expectations.
10. Participate in case conferences, staff meetings, and professional development as required both within and outside the Agency.
11. Undertake other duties and responsibilities as assigned.

**QUALIFICATIONS REQUIRED:**

- **B.S.W. /M.S.W.** degree from a University of recognized standing.
- Previous experience in a Child Welfare setting is preferred.
- High level of maturity, integrity and interpersonal skills.
- Proven ability to work as an integral member of a team.
- Ability to use authority effectively and collaboratively with clients.
- Excellent oral and written communication skills.
- Excellent organizational skills and ability to maintain up-to-date records.
- Ability to function under stress and handle crisis situations.
- Demonstrated ability to conduct investigations and comprehensive assessments and to formulate and implement intervention plans in a manner that is respectful and inclusive of service recipients, and that facilitates family network - driven solutions to identified needs and concerns.
- Demonstrated ability to work respectfully and collaboratively with other service providers.
- Demonstrated computer literacy according to job requirements.
- Valid driver's license, and insurance in good standing and available vehicle.

If you feel you have the passion and skill set that would help to advance the purpose of both The Children's Aid Society of Oxford County, we look forward to hearing from you! Please submit your resume and cover letter by no later than **4:00pm by October 22, 2021** to **hr@casoxford.on.ca**.

We thank all applicants for their time in submitting their resume, but due to the high volume of applicants, only those considered for interviews will be contacted.

The Children's Aid Society of Oxford County is dedicated to building an organization that reflects the diversity of their residents and the communities they serve. This includes diversity in languages spoken, culture, race, sexual orientation and gender identity.

Accommodation will be provided in accordance with the Ontario Human Rights Code. Applicants need to make any accommodation requests for the interview or selection process known in advance. CAS Oxford will arrange reasonable and appropriate accommodation for the selection process, enabling you to be assessed fairly and equitably.

Please include Child Protection Worker-Intake & Assessment in the subject line.

No phone calls please!