

Position:	FNIM - Family Services Worker	Hours:	35 hours/week Flexibility is required (Monday – Friday) 8:30 a.m. – 4:30 p.m.)
File No.:	FACSFLA-2425-07	Compensation:	\$63,331 - \$80,827
Employment Type:	Full-time Temporary (Anticipated 12-month contract)	Number of Positions:	1
Date Posted:	September 20 th , 2024	Location:	Kingston & Napanee
		Closing Date:	Open until filled

Position Summary:

The First Nations, Metis and Inuit (FNIM) team provides an alternative delivery of services for FNIM children, youth, and families. This position is responsible for providing strength-based anti-oppressive protection services which ensures the safety and well-being of children in accordance with the Society's policies and procedures and to carry out the mandate of the Child and Family Services Act in accordance with the prescribed guidelines and regulations to ensure child safety and positive outcomes. They are responsible for developing assessments and service plans in collaboration with families including Kin and community services. In this role, the emphasis is on obtaining comprehensive information about the child and family that will inform subsequent decisions and planning processes in collaboration with the service team and the First Nations, Inuit and Métis representatives. The incumbent is required to maintain client records and will be responsible for completion of case documentation, social histories, correspondence, and legal documents. The FNIM Family Services Worker will report to the FNIM Service Manager, and will have general caseload responsibilities including: investigating and assessing matters pertaining to children in need of protection; support services to clients; providing services to children in care; documentation responsibilities in accordance with the legislation and Agency procedures; community outreach and prevention activities; and other duties as assigned by the First Nations, Métis and Inuit Service Manager.

Required Qualifications:

- Bachelor or Master of Social Work Degree preferred; however, consideration may be given to applicants who possess a degree or diploma in the field of Social Sciences with a minimum of 2 years related experience in a professional helping role working with families and children with lived cultural practice and teachings.
- Successful Completion of the Authorization Candidacy Exam (ACE)/Authorized Worker
- Knowledge of the Child and Family Services Act and Ministry of Children and Youth Services' standards
- Excellent counseling and negotiation skills
- Ability to work effectively as a member of a team
- Valid driver's licence with access to a vehicle
- Family and counseling experience
- Child Protection Information Network (CPIN) experience an asset
- Excellent organization 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

- Proficiency in the French language is also considered an asset. Selected candidates will be assessed.
- A solid understanding of and sensitivity to the experiences of First Nations, Inuit and Métis peoples in Canada, and the impact of colonization and the legacy of Residential Schools and the "Sixties Scoop" upon them is essential.
- A good working knowledge of community services within FACSFLA's catchment area and surrounding areas to assist in service provision for First Nation, Métis and Inuit children, youth, and families.
- Strong co-operation and consultation skills in working with First Nations Designated Persons and community representatives, Elders, and community leaders
- A strong knowledge of and respect for First Nations, Métis and Inuit culture, traditions, and practices
- Thorough understanding of and ability to practice a strength based, anti-oppressive and culturally sensitive approach with clients.
- Bilingualism (English/French) and the ability to speak a First Nations, Métis and Inuit language will be strong assets
- Preference will be given to indigenous candidates

Position Description:

Health and Safety:

- Work in compliance with the Occupational Health and Safety Act and Regulations and Agency's health and safety policy and procedures.
- Identify and report any health and safety issues.
- Assist in the development of health and safety solutions through a Joint Health and Safety Committee representative.
- Promote health and safety in the workplace.

Investigate and Assess Assigned Cases:

- Receive referral information, complete computer documentation and complete initial consultation with manager.
- Review and develop an appropriate investigative plan considering the Differential Response service model options.
- Develop and document safety, investigative and risk assessment decisions, including service plans, where required.
- Plan and conduct investigation activities in accordance with Ministry standards and Agency policies, procedures, and guidelines.
- Conduct interviews to obtain, verify and evaluate referral information. Obtain information from Society, police, and other referral sources.
- Complete all investigative functions using the appropriate resource materials
- Where a child cannot remain safely within the home, shall first explore all options prior to bringing a child to a place of safety using alternative dispute mechanisms, engagement with parents and extended family to identify options, and work with the First Nations Designated Person or community representative to seek alternative plans that protect the child while maintaining involvement by parents, family and community.

Consult and Collaborate:

- Consult with manager on key decision points in investigative and child protection functions.
- Initiate urgent supervision where family circumstances increase risk for the child, as per Ministry standards and Agency policy, procedure, and guidelines.
- Whenever possible collaborate with the family to establish goals and means to achieve outcomes.

- Whenever possible and within a strength-based family-centered conference discuss and develop collaborative case plans with family and community support services.
- Determine the need to use any form of Alternative Dispute Resolution (ADR).

Crisis Intervention Counselling and Referral:

- Arrange and conduct interviews with children and their caregivers to facilitate change and decrease risk to the child.
- Arrange and conduct interviews to determine individual and family functioning, risk to children, behavior management, marital relationships, parenting, family relationships, money management, life skills, etc.
- Identify important problem areas and clients' strengths and needs in coping with problems.
- Develops and maintains effective and therapeutic casework relationships with clients with the objective of reducing risk of harm to children.
- Complete all casework activities using a strength-based, anti-oppressive approach to assess: the safety, wellbeing and permanency of children with their caregivers; eligibility for services; the needs of the child and the capacity of the families/caregivers to meet those needs

Case Manage Ongoing Services to Children and Families:

- Review clients' progress, strengths, needs, and factors inhibiting or promoting problem resolution.
- Consider alternative case planning such as kinship service, customary care, alternative dispute resolution etc.
- Develop, discuss, and conduct evaluation of ongoing service plans with family and other support services through a family centered conferencing model.
- Ensure documentation and reassessment of the family is completed in keeping with Ministry standards and Agency policy, procedure, and guidelines.

Initiate and Manage Court Processes:

- Discuss case plan and proposed action with Manager, lawyers, children, and parents.
- Prepare and ensure service of court documents.
- Prepare to attend and participate in court for hearings and trials. Present evidence in court as required.
- Write affidavits as required for cases in which there has been prior worker involvement.
- Implement court ordered action, e.g. placement, visiting contacts, assessments, and supervision.
- Criminal Court Proceedings: In consultation with Manager and Society's Legal Counsel, provide relevant background information and prepare and present evidence in Court in response to court subpoena.

Facilitate Child Placement:

- Identify, assess, and advise managers on potential placement options, which may involve the removal of children from their current caregivers.
- Review potential alternatives with the family including kinship placement options.
- Undertake, when possible, pre-placement visits.
- Conduct interviews and identify issues pertaining to placement.
- Prepare reports to inform foster parents of their child's needs including emotional support, medical requirements, school placement, recreation, and transportation.

- In consultation with the Children's Services Worker, establish the nature and frequency of contact with the child's family.
- Discuss progress and issues with child(ren), family, Children's Services Worker and Placement Planning Review Committee.
- Update plans and arrangements.

Collaborate to Provide Ongoing Services to Children in Care

- In consultation with Children's Services Workers, assist in development of access plans and completion of social histories.
- Develop ongoing permanency planning in collaboration with family/kin, Children's Services Work, Resource Workers, foster families, group home staff and family supports.
- Coordination and Supervision of Volunteers/Students
- Introduce volunteers to families.
- Supervise the activities of volunteers through meetings and telephone contact.
- Maintain ongoing contact and evaluate volunteers as required.
- Supervise the activities of students on field placements where applicable by meeting with and providing direction, contacting school faculty, and evaluating the student.

Administration:

- Maintain case notes records in accordance with Ministry standards, Agency policy, system procedures and guidelines.
- Prepare assessments, case recordings, social histories, and correspondence.
- Prepare and provide information relating to cases and/or activities for administrative purposes, research, Ministry reviews, etc.
- Complete required Agency paperwork e.g. timesheets, mileage, and expense claims etc.

Community Services and Professional Development:

- Maintain knowledge and awareness of community programs and services.
- Establish and maintain professional relationships with representatives of these programs and services.
- Participate in Agency committees and working groups.
- Develop and facilitate Agency groups as required.
- Participate in public education and public relations activities and participate in Board and Committee functions as required.
- Acquire and update professional skills and knowledge through formal and informal, internal, and external training opportunities and education.
- Demonstrate continuous learning through application of evidence-based practice.
- Advocate for assigned families/caregivers through referrals and partnerships with community resources.

Perform Other Family Service Worker Duties:

- These include back-up, responding to requests for information or service, assisting other staff members by obtaining and serving court papers, providing transportation for children in care and supervising visits.
- Attend and participate in staff and team meetings.

Contacts:

Internal:

- Maintains regular contact with FACSFLA staff, Alternative Care Providers and Volunteers to exchange information, coordinate services and to discuss and resolve problems in case management and planning.
- Maintains regular contact with First Nations Designated Persons and community representatives relevant to each family or child being served.
- With First Nations Designated Persons and community representatives to ensure the needs, wishes and rights of First Nations, Inuit and Métis are always factored into decision-making.

External:

- Maintains contact as required with community service providers to direct and evaluate case progress, determine appropriate action, and evaluate quality of service provision.
- Maintains contact and provides consultation as required with community resources (i.e. Cultural Service Providers, Elders, Board of Education, Children's Mental Health Centers, Hospitals, Psychiatric and or to resolve problems pertaining to cases.)
- Participates as required on committees, task forces, planning groups/bodies as FACSFLA representative to same.

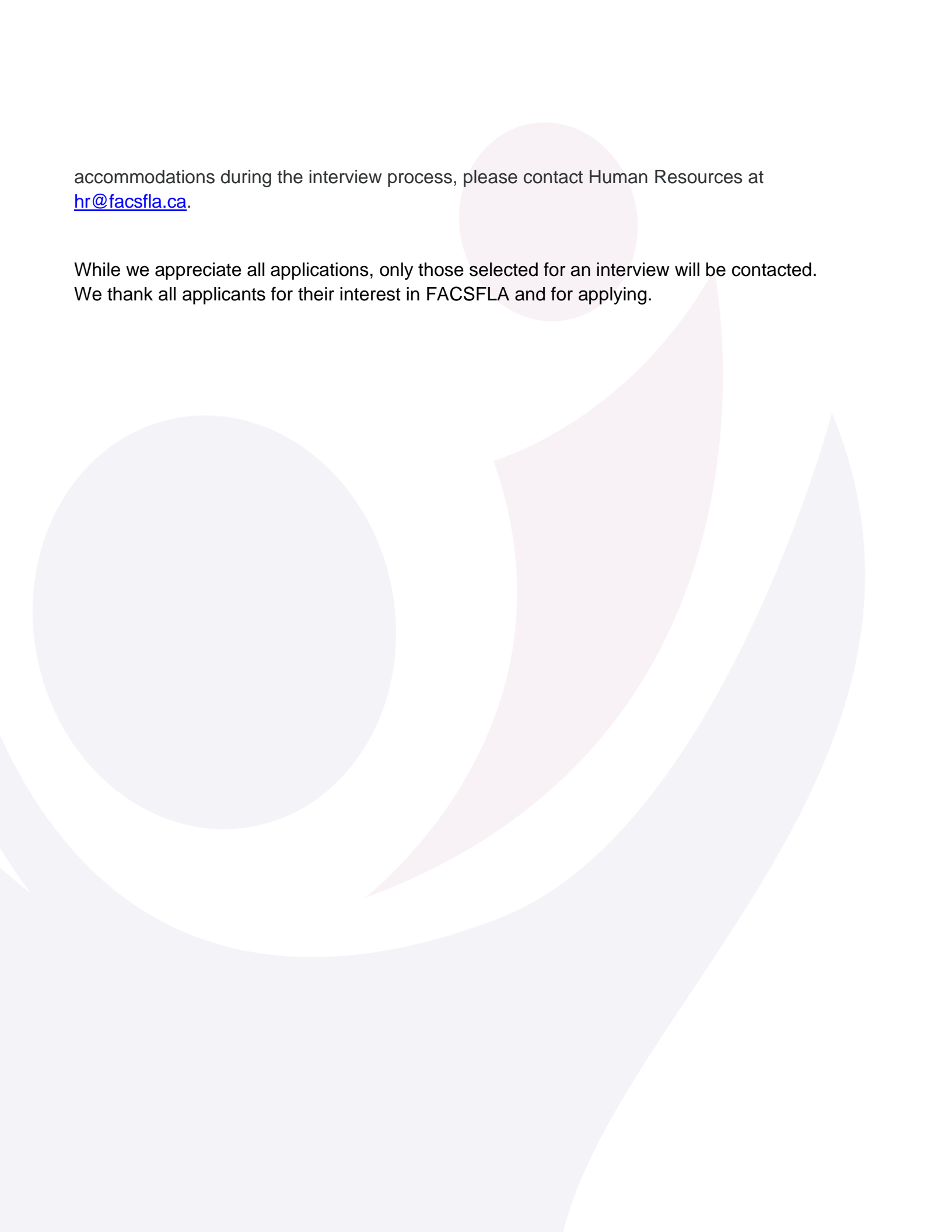
How to Apply:

- To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: recruitment@facsfla.ca Interested and qualified applicants are invited to apply in writing by September 30th, 2024.
 - Please include the competition number and the title of the position in the subject line of the email.
 - Please submit a cover letter and resume as a single attachment.
 - When applying for multiple positions, please submit a separate application for each position following the above instructions.

For further information, please visit our website: [Family and Children's Services of Frontenac Lennox and Addington](#)

FACSFLA is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

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.

While we appreciate all applications, only those selected for an interview will be contacted. We thank all applicants for their interest in FACSFLA and for applying.