

Full-time Permanent Employment Opportunity



Full-time @ 35 hours/week

Normal Hours of Work

Monday - Thursday:

8:15am to 4:30pm
&

Friday:

8:15am to 1:15pm

Salary:

Start Rate - \$30.98 to
\$35.88 per hour*

*While Alderville First Nation Salary Grid will apply - start rate will be commensurate with experience.

Benefits:

- Paid Vacation!
- Paid time off over Holiday Shutdown!
- 14 Statutory Holidays!
- Paid Sick Leave!
- Group Health & Dental Benefits including Long-term Disability (LTD) and Employee Family Assistance Program (EFAP)!
- Pension Plan with Employer Match!

Child & Family Prevention Services Coordinator

Position Summary:

The Child & Family Prevention Services Coordinator case manages and coordinates culturally appropriate support and prevention services for all families at risk of involvement or already involved with Child Welfare with the immediate goal of reducing the need for Child Protection services. Works as a team player; plans and updates Child Advocate regularly.

KEY JOB FUNCTIONS:

- Collaborates with Child Welfare Advocate to support parents, providing prevention services to families to avoid out of home placement and work toward family reunification for child(ren) placed in alternative care.
- Liaisons with the Child Welfare Advocate on each aspect of intervention from commencement to conclusion of a file including but not limited to:
 - Referrals, investigations, monthly home visits.
 - Alternative Dispute Resolution (ADR).
 - Plans of Care for Child(ren).
 - Plans for Families.
 - Attends all court proceedings; and
 - Case manages families to encourage compliance with CAS requirements, recommendations and court ordered plans.
- Supports children in alternative care placements in accordance with the Child & Family Services Act and Ministry standards.
- Acts as support for Customary Care placements to guide and support them through the approval process.
- Identifies actual or potential child and family issues as they relate to child welfare.
- Works with the community-based prevention programs so children need not be removed from the community.
- Works as part of the AFN Health Team and with other community resources to provide programming to the children and youth of the community and to create a safe and child friendly environment.
- Increases the awareness of preventative measures and works with relevant staff to benefit all ages in reducing substance abuse, juvenile delinquency, school failure, family problems and mental health issues.
- Provides supports to children and families and refers to helping agencies as necessary.
- Develops and implements prevention-based programming with a focus on parenting, healthy lifestyles, behaviour modification strategies, etc., in partnership with other staff to ensure that families & clients are engaged in workshops, courses and public education programs.
- Participates as needed in the Alternative Dispute Resolution (ADR) process when it is relevant to AFN families.
- Ongoing reporting to the Health and Social Services Manager and updates AFN Child Advocate as required.

Child & Family Prevention Services Coordinator cont'd



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Minimum Qualifications:

- Graduation from an accredited College program with a major in social services, or human services, or with a social work degree from an accredited University.
- Up to three (3) years previous experience in health-related program delivery of child welfare.
- CPR and First Aid, and AED; ongoing renewal as required to maintain current certification.
- Must have valid class 'G' Ontario Driver's License, \$1M liability insurance and access to reliable transportation.
- Criminal Reference check and Vulnerable Sector Search is required if employment is offered.

Specialization required:

- Experience and/or training in Privacy Legislation required.
- Demonstrated case management experience.
- Familiar with the Child and Family Services Act; the Ministry of Child and Youth Services; and local Children's Aid Societies and DBCFS.
- Knowledge and understanding of Native culture, traditions, teachings, community dynamics.
- Knowledge of legislation governing First Nations.

Considered an asset:

- Native Child and Family Service Worker Diploma.
- Experience with ADR (Alternative Dispute Resolution).

Preferred Experience:

- Experience within a multi-disciplinary team approach.
- Experience in program administration with a solid knowledge base and proficiency in program and service development, delivery, and evaluation.
- Experience working with Indigenous children, youth, and families.
- Extensive experience and knowledge of the Child Welfare Act as it relates to Part 10 and DBCFS Protocol.
- Work experience with a First Nation or Indigenous Organization.
- Excellent computer skills for reporting and presentation purposes, and general office equipment knowledge.
- Initiative and ability to prioritize and work independently to meet deadlines.
- Ability to analyze problems, recommend and implement solutions.
- Good interpersonal skills to deal with First Nation residents, staff, and outside agencies.

*** For full job description, contact Human Resources***

Deadline to Apply: **Open until filled.**

How to Apply:

Applications must include a cover letter, current resume and three work-related references (name, phone #, email address of former Supervisors) and/or letters of reference).

How to Contact:

Human Resources Recruitment

Phone: 905-352-2011 ext. 217

Email: humanresources@alderville.ca

Note:

Consideration will be given to documented past employment performance, attendance and reliability history for applicants previously employed by AFN. Applicants must meet the minimum qualifications outlined to be considered for an interview. Only those applicants selected for an interview will be contacted.

The AFN is committed to employment equity. All qualified candidates are encouraged to apply, however, qualified candidates who self-identify as members of Alderville First Nation or as "Aboriginal" as defined in the AFN Recruitment Policy, will be given preferential consideration for any position.