



Competition No.: 2018-0204  
 Position: Direct Service Worker  
 Classification: **SP4** – *Qualified candidates salary range: \$53,604.18 – \$74,340.63*  
 Conditions: Full-time, Unionized, Term contract  
 Department: Bloodvein, city unit  
 Location: 1410 Mountain Avenue  
 Date Posted: January 25, 2018  
 Closing Date: **4:00 p.m. on February 8, 2018**  
 How to apply: Email: [tamara.cardinal@secfs.org](mailto:tamara.cardinal@secfs.org) Fax: (204) 947 – 0009

<b>Internal Posting</b>	<input checked="" type="checkbox"/>
<b>External Applications considered after Feb 7, 2018</b>	

<b>Permanent</b>	<input type="checkbox"/>
<b>Term</b>	<input checked="" type="checkbox"/>

Southeast Child & Family Services (SECFS) provides a full range of services under the CFS Act, CFS Authorities Act and the Adoptions Act, with the primary responsibility to provide culturally appropriate services to both on and off reserve families and children who have a legal and cultural-affiliation with the First Nation communities served by SECFS.

**REPORTING:** Directly reports to the city supervisor.

**DUTIES AND RESPONSIBILITIES:**

- Recruits, screens and assesses foster home applicants
- Manages and supervises a caseload of foster families
- Assesses children and foster families regarding their level of functioning; compatibility, need for support and required resources/services within the assigned community
- Assists in developing a service plan for children requiring foster care resources in conjunction with the case worker
- Supervises the foster family in accordance with the child specific case plan in conjunction with the child protection social worker
- Provides counseling and crisis intervention services for foster families within the assigned community;
- Receives and assesses requests for placements
- Directs and co-ordinates placement and discharge of children into and from placement resources on both a planned and crisis basis;
- Facilitates communication, including problem-solving, between foster parents and the Agency and advocates for foster parents, when necessary
- Completes foster home reviews and makes recommendation for approval and further use, development, suspension or closure of foster home
- Completes foster home studies using a range of casework intervention to counsel out unsuccessful applicants
- Participates in following up recommendations where inappropriate case and/or discipline of foster children is concerned
- Develops, provides and/or facilitates an orientation program for potential foster family
- Assists foster parents to successfully terminate and conclude their fostering career
- Interprets and instructs foster parents on Agency policy and procedures
- Other duties pertaining to the alternate care department as assigned

**QUALIFICATIONS:**

Conditions of Employment

- A valid driver's license is required;
- Candidate must also be willing to occasionally travel to the designated First Nation Community and rural communities to serve our families;
- Satisfactory Criminal Records Check, Child Abuse, Adult Abuse Registry checks is a requirement of all SECFS employment positions

Essential Criteria

- Bachelor of Social Work or a post-secondary degree in the Social Sciences preferred; Other acceptable combinations of related education/work may be considered;
- Minimum of two (2) years of Child Welfare experience in front line case management dealing with children and families; preference with foster care work background;
- Experience conducting investigations including gathering and analyzing information to implement appropriate action;
- Knowledge of *The Child and Family Services Act, The Authorities Act and The Adoption Act*; thorough knowledge of the governing and delivery of child protection programming in Manitoba; demonstrated awareness of aboriginal child welfare practices; and a working knowledge of First Nations history, colonization;
- Demonstrated skills in areas of:
  - crisis intervention, child protection investigations and the ability to assess high risk situations to determine appropriate response times as per standards.
- Knowledge of substance abuse, family violence, child abuse/neglect and community resources;
- Exceptional interpersonal skills with the ability to work within a team environment and independently;
- Ability to organize, prioritize and work effectively to meet tight deadlines;
- Ability to deal with grief and loss issues;
- Ability to de-escalate conflict and provide resolution;
- Excellent verbal communication skills;
- Strong written communication skills and ability to pay attention to detail when preparing documents and comprehensive reports;
- Proficient with computer programs such as Microsoft Word; CFSIS, IM and SDM.
- Eligible internal candidates must be able to demonstrate strong competencies in all areas of case management and be up to date with their own case notes and visitations.

**How to apply:**

Forward your resume (with 3 references) and cover letter stating clearly how you meet the qualifications stated in this job posting. Please cite the competition number and position in the subject line when submitting by email or fax.

**Preference will first be awarded to:** Qualified Southeast community members and/or internal Aboriginal candidates (First Nations, Inuit or Metis) meeting the position requirements. We thank all who apply, however, only those candidates selected for an interview will be contacted.