



## EMPLOYMENT OPPORTUNITY

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| Competition No.: | <b>2021-25</b>  |
| Position:        | <b>Community Intake Worker</b>  |
| Classification:  | <b>SP4 Qualified Candidate's Salary: \$55,769.79 - \$77,343.99</b>  |
| Conditions:      | <ul style="list-style-type: none"><li>• <i>Full-time Permanent</i></li><li>• <i>An Eligibility List may be established for future openings</i></li><li>• <i>Preference will be given to internal candidates</i></li></ul> |
| Department:      | <b>Bloodvein Community</b>  |
| Location:        | <b>Bloodvein, MB</b>  |
| Date Posted:     | <b>April 29, 2021</b>   |
| Closing Date:    | <b>Open Until Filled</b>  |
| Applications:    | <b>Email: <a href="mailto:hr@secfs.ca">hr@secfs.ca</a> Fax: 204.594.0499</b><br><b><i>Applications can also be dropped off at the Local CFS Office</i></b>  |

### Duties:

- Delivering child and family services in accordance with provincial and community standards
- Managing a caseload; problem-solving; and decision-making within prescribed timelines
- Conducting investigations including gathering and analyzing information to implement appropriate action(s)
- Assessing all incoming child welfare intakes; and, respond immediately to children who are at risk of abuse/neglect
- Establishing and maintaining partnerships with community resources for clients as well as team members
- Participating in Agency events and training as required in addition to working flexible hours as required
- Group facilitating and taking initiative/planning in a team-based environment as well as independently
- Willing and able to travel to designated First Nations communities and rural areas as required

### Qualifications:

- Bachelor of Social Work (an equivalent combination of education and experience may be considered)
- A minimum of one (1) year experience in front-line case management
- Demonstrated working knowledge of and familiarity with:
  - Indigenous culture, history, colonization, and the rural environment
  - *The Child and Family Services Act; The Adoption Act;* and, Indigenous child welfare practices
  - Crisis intervention; child protection investigations; and, high-risk assessments for timely responses
  - Addictions; family violence; child abuse/neglect; grief and loss issues; and, community resources
- Verbal, written, documentation detail and case/file management skills
- A valid driver's license; a reliable vehicle; and, proficiency with Microsoft Office, CFSIS, and IM
- Satisfactory Criminal Record, Prior Contact; and, Child Abuse Registry Checks

### Application Process:

Please forward your résumé (with three [3] references) and a cover letter stating clearly how you meet the qualifications. Cite the competition number and position in the subject line when submitting by email or fax.

Preference will be given to Southeast members and Indigenous (First Nations, Métis or Inuit) candidates meeting the position requirements. All Indigenous applicants are asked to self-declare within their cover letter. We thank all applicants; however, only those candidates selected for an interview will be contacted.



Berens River · Black River · Bloodvein · Brokenhead · Hollow Water · Little Grand Rapids · Pauingassi · Poplar River

**We offer exceptional life insurance; pension; health/vision/dental; and, annual leave benefits**

**Job Postings can be viewed at: [www.southeastcfs.org](http://www.southeastcfs.org)**