

Employment Opportunity



Competition No.:	2022- 70R
Position:	Community Intake Worker
Classification:	Salary Scale: \$56,327.49 - \$78,117.43
Conditions:	<ul style="list-style-type: none">• Permanent Full-time• An Eligibility List may be established for future openings• Preference will be given to internal candidates
Department:	Bloodvein
Location:	Bloodvein First Nation, MB
Closing Date:	December 30, 2022, or Until Filled
Email:	hr@secfs.ca

Under the mandate of the Child and Family Services Act, the Intake Worker is authorized to investigate and respond to allegations when children are at risk and need of protection. The Intake Worker will receive and process all Southeast Child & Family Services child welfare referrals including allegations of child maltreatment and determine the eligibility, appropriateness, and disposition of such referrals.

RESPONSIBILITIES:

- Identify and investigate complaints of neglect, abuse, or where children are at risk and in need of protection
- Deliver child and family services in accordance with Provincial and Community standards
- If the child remains at home, coordinate the delivery of services to meet identified needs through case management, referral to Community resources, advocacy, and provision of supportive or rehabilitative
- If needed, manage a caseload ensuring all cases are managed in accordance with the CFS Act; attend to the specific needs of each case as required
- Assess all incoming child welfare intakes within the Community; In consultation with Supervisor(s), responds immediately to allegations of abuse/severe neglect, where children are at risk
- Participating in Agency events and training as required in addition to working flexible hours as required
- 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 with children in care and families
- Experience conducting investigations including gathering and analyzing information to implement appropriate action(s)
- Demonstrated working knowledge of and familiarity with:
 - Indigenous culture, history, colonization, the rural cultural environment
 - *The Child and Family Services Act; The Act respecting First Nation, Inuit and Metis Children, youth, and Families; The Adoption Act; Aboriginal child welfare practices*
- Excellent communication skills (verbal and written) documentation and report writing
- Proficiency with Microsoft Office, CFSIS, and IM
- A valid driver's license and a reliable vehicle
- Satisfactory Criminal Record, Prior Contact; and Child Abuse Registry Checks

Preference will be given to Southeast members and Indigenous candidates (First Nations, Métis, or Inuit) 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.

We offer competitive wages and exceptional benefits

Berens River First Nation- Black River First Nation - Bloodvein First Nation- Brokenhead Ojibway Nation- Hollow Water First Nation - Little Grand Rapids First Nation - Pauingassi First Nation- Poplar River First Nation