



Competition No.: 2022- 83R
Position: **Community Intake Worker (2)**
Classification: **DSW Salary Scale \$55,769.79 - \$77,343.99**

- Permanent Full-time
- Agency open to flexible work rotations
- Meal allowance, travel and accommodations provided
- Preference will be given to internal candidates

Conditions:
Department: Little Grand Rapids Community
Location: Little Grand Rapids First Nation
Closing Date: December 5, 2022
Email: hr@secfs.ca

Duties & 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 referral to prevention services
- Manage an Intake caseload ensuring all cases are documented in accordance with the CFS standards
- Attend to the specific needs of each case as required while the case is open during Intake
- 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
- Complete and follow-up all Intakes transferred to the community from outside jurisdictions
- Willing to work flexible hours and shift configurations
- Participating in Agency events and training as
- Willing and able to travel to designated First Nation community

Qualifications:

- Bachelor of Social Work (an equivalent combination of education and experience may be considered)
- A minimum of two (2) years' 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)
- Excellent verbal and written communication skills (specifically regarding documentation and report-writing)
- 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
- Fully immunized against COVID-19 as of October 31, 2021

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

We offer competitive wages and exceptional benefit package

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