



Competition No.: 2023-010
Position: **Community Intake Worker**
Classification: **DSW Salary Scale: \$56,327.49 - \$78,117.43**

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

Conditions:
Department: Bloodvein Community
Location: Bloodvein First Nation, MB
Closing Date: February 10, 2023
Email: hr@secfs.ca

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
- Willing and able to travel to designated First Nation community

QUALIFICATIONS:

- Bachelor of Social Work or an equivalent combination of education and experience may be considered
- A minimum of one (1) 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 (specific to documentation and report-writing)
- Proficient with Microsoft Office (i.e., Word, Excel and Outlook)
- Proficient in 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) meeting the position requirements. All Indigenous applicants are asked to self-declare in their cover letter. We thank all applicants; however, only those candidates selected for an interview will be contacted.

We offer competitive wages and an exceptional benefits 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