



P.O. BOX 5000

OHSWEKEN, ONTARIO

N0A 1M0

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STOP NOW AND PLAN FAMILY & CHILDREN'S WORKER
CLINICAL SERVICES UNIT, SOCIAL SERVICES
FULL TIME

Applications will be received by Grand River Employment & Training up until 4:00 p.m., **Wednesday November 22, 2017**, for the position of a full time SNAP Family and Children's Worker with Clinical Services Unit, Social Services Six Nations Council. The Six Nations Council Application for Employment Form, Job Posting and Job Description are available for printing from the www.greatsn.com website. Online applications will be accepted through recruitment@sixnations.ca. **NO LATE APPLICATIONS ACCEPTED.**

JOB SUMMARY: Under the direction and supervision of Supervisor of the Clinical Services Unit the SNAP Family and Child Workers (FCWs) will attend SNAP training, implement, assess and monitor the SNAP program for children aged 6 -12 years and their families. This includes collaborating with Community Agencies and Woodview Autism and Mental Health Program as the main partner. Work with a variety of services to provide a plan in line with the SNAP program and within the parameters of the Child Development Institute. FCWs have highly developed skills and relate effectively to a wide variety of audiences and responsible for liaising with child welfare, schools, police and other community partners.. Also performs other related duties as assigned within the policies and procedures established by Six Nations Elected Council.

SALARY: To be Determined

BASIC QUALIFICATIONS:

- Must possess a Child & Youth Worker Diploma, Social Services Worker or Social Worker diploma with two (2) years' experience working with children ages 6 to 12 years;
- Will have access to a reliable insured vehicle as travel is required within the community and Brant/Brant County;
- Must have knowledge of the CBT framework
- Experience working with families and children in a community setting
- Must have a valid Ontario driver's license;
- Will be able to travel to attend core trainings out of the community if necessary;
- Will have good interpersonal skills, excellent verbal and written skills;
- Will be thoroughly familiar with relevant legislation, regulations and guidelines;
- Will be knowledgeable about the native culture, language and traditions of Six Nations;

SUBMISSION PROCEDURE: (Choose one method ONLY):

Method #1:

1. Printed, filled in and authorized Six Nations Council Application for Employment Form.
2. Covering letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume – resume must clearly show that you meet the Basic Qualifications of this position as stipulated above.
4. A photocopy of your education diploma/degree/certificate or transcript.
5. A photocopy of your driver's license
6. Place all documents listed above in a sealed envelope and mail to or drop off at:

SIX NATIONS ELECTED COUNCIL IS AN EQUAL OPPORTUNITY EMPLOYER AND WILL SEEK TO ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES IN A MANNER THAT MOST RESPECTS THEIR DIGNITY. ALL CANDIDATES ARE ENCOURAGED TO APPLY; APPLICANTS FROM SIX NATIONS AND OTHER FIRST NATIONS WILL BE GIVEN PREFERENCE TO DELIVER PROGRAMS AND SERVICES IN A FIRST NATIONS COMMUNITY. BASED ON THE NEED TO PROVIDE QUALIFIED PROFESSIONAL SERVICES, ONLY THOSE APPLICANTS MEETING THE MINIMUM REQUIREMENTS WILL BE INVITED FOR AN INTERVIEW.

SNAP Family & Children's Worker – Full Time
c/o Reception Desk
Grand River Employment & Training (GREAT)
P.O. Box 69
Ohsweken, Ontario N0A 1M0

OR

Method #2:

1. Printed, filled in and authorized Six Nations Council Application for Employment Form.
2. Covering letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume – resume must clearly show that you meet the Basic Qualifications of this position as stipulated above.
4. A photocopy of your education diploma/degree/certificate or transcript.
5. A photocopy of your driver's license
6. Scan and email all documents listed above to recruitment@sixnations.ca.

ONLY THOSE APPLICANTS RECEIVING AN INTERVIEW WILL BE CONTACTED

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POSITION TITLE: Stop Now and Plan Family and Children's Worker (FCW)

REPORTING RELATIONSHIP

Reports to and works under the direction and supervision of the Supervisor of Clinical Services Supervisor

PURPOSE AND SCOPE OF THE POSITION:

SNAP Family and Child Workers (FCWs) will attend SNAP training, implement, assess and monitor the SNAP program for children aged 6-12 years and their families. This includes collaborating with Community Agencies and Woodview Autism and Mental Health Program as the main partner. Work with a variety of services to provide a plan in line with the SNAP program and within the parameters of the Child Development Institute. FCWs have highly developed skills and relate effectively to a wide variety of audiences and responsible for liaising with child welfare, schools, police and other community partners. Also performs other related duties as assigned.

DUTIES AND RESPONSIBILITIES

1. TECHNICAL:

- Will have a sound understanding of the theories of child development and treatment or behaviours and emotional difficulties in children ages 6-12 years and their families.
- Maintaining a high quality interactive program for families, children and our community
- FCWs must engage often hard-to-reach clients and work collaboratively with the family to develop a treatment plan tailored to their individual strengths and needs, managing risky behaviours when necessary.
- Working on a multi-disciplinary team FCWs assist youth and families with knowledge of the complexities of family life, group dynamics, role-play and behavior management techniques.
- Assesses child and family strengths and needs, including risk identification, according to program standards
- Develops treatment plans and goals in conjunction with the family, addressing risk management
- Implements SNAP therapeutic model guided by CBT framework and may incorporate additional therapeutic modalities as required.
- Provides internal and external case management and service coordination for designated clients
- Carries out various treatment components outlined in case management and treatment plans, including but not limited to: individual, family, and group counselling with parents and child, effectively liaises, consults, and collaborates with other service providers (e.g., police) and makes appropriate use of community resources, acts as an advocate when needed (within the school and child welfare systems)

- Takes responsibility for monitoring the work facility and makes a reasonable effort to ensure a safe and healthy environment
- Carries out discharge planning with families

2. ADMINISTRATIVE:

- Contributes as part of the development team to develop and maintain the Community section of the community resource guide.
- Recommends and follows program guidelines including the writing of reports, and record keeping to ensure mandates and service components are met;
- Participates in quality assurance, evaluation, data collection and research activities
- Follows program guidelines including the writing of reports, and record keeping
- Participates in quality assurance, evaluation, data collection and research activities
- Manages high-risk and aggressive behaviour in accordance with agency standards
- Carries out discharge planning with families
- Actively participates and makes use of on-going clinical supervision
- From time to time, participates in committees internal or external to the agency
- Ensures and follows administration policies
- May supervise volunteers or students

3. COMMUNICATIONS & LIAISON:

- On-going communications with parents and new families through reflection and collaboration, develop and design inspiring and engaging environments to keep families and children engaged
- Providing guidance to parents, student teachers/volunteers and other trainees recognizing the diversity and uniqueness of every child
- Build and maintain relationships with parents/guardians to further support children
- Maintains confidentiality, follows PHIPA, PIPEDA compliance legislation regulations

4. OTHER RELATED DUTIES:

Performs any other related duties as assigned by the Supervisor which includes, but is not limited to, participation in the Six Nations Community Emergency Measures Plan and Crisis Services.

5. WORKING CONDITIONS

- Travel by car using own transportation
- Evening and weekends may be required to meet the program hour's participation for staff meeting, parent meetings.
- Works in homes, school and other agency environments
- Actively participates and makes use of on-going clinical supervision
- This position involves mental stress; requires interaction with the public, subject to deadlines, interruptions, and some unscheduled hours; flexibility to work evenings and some weekend hours; ability to take direction, prioritize and work independently
- Develop and maintain a relationship, communication and partnership with Woodview SNAP staff.
- Must wear Six Nations Identification Tag

6. WORKING RELATIONSHIPS:

Working with the Supervisor

- receives direction, guidance and discusses plans, priorities or interacts to ensure tasks are done efficiently and effectively
- Work with the supervisor and other staff to maintain administrative duties, including program planning, inventory and collection of statistics

Working with Directors and Managers

- Provides information and assistance. Works in a cooperative and courteous manner
- Participates in quality assurance, evaluation, data collection and evaluation activities
- Manages high-risk and aggressive behaviour in accordance with agency standards

Working with other staff/other Six Nations Agencies

- with courtesy, cooperation and team work
- Represents Six Nations Child and Family Service and Six Nations Social Services in a positive manner, promotes public relations by interpreting agency services to other organizations and community groups as needed, participates in recruitment activities
- Provide a variety of workshops during day/evenings and some weekends, newsletters, monthly calendars
- Being an advocate for the Resource Centre through partnership with other Agencies, advertising, flyers, networking
- Represents and promotes Six Nations interests related to the Six Nations Child Care Services and Six Nations Social Services; maintains awareness of legislation, policy and program changes; develops sound professional working relationships.

Works with the Community:

- Participate in joint programming within our community as well as surrounding communities
- Programs incorporated based on communities needs
- Being a support and resource for families

7. KNOWLEDGE AND SKILLS REQUIREMENTS

Qualifications:

- The successful candidate must possess a Child And Youth Worker Diploma, Social Services Worker or Social Worker diploma with 2 years experience working with children ages 6 to 12 years.
- The successful candidate will have access to a reliable insured vehicle as travel is required within the community and Brant/Brant County.
- The successful candidate must have a valid Ontario driver's license.
- Must pass a criminal record check and vulnerable sector check
- Will have good interpersonal skills, excellent verbal and written skills
- Preference will be given to Six Nations Band Members or those of First Nation heritage
- Will be thoroughly familiar with relevant legislation, regulations and guidelines
- Will be knowledgeable about the native culture, language and traditions of Six Nations;
- Must have knowledge of the CBT framework
- Experience working with families and children in a community setting
- Will be able to travel to attend core trainings out of the community if necessary

Other Preferred Qualifications:

- Excellent computer skills and demonstrated proficiency in current business software

- Good organizational skills
- Ability to work independently and as a strong team player,
- Ability to be patient, and have the ability to relate to children and adults with equal respect and dignity, regardless of life experiences, culture and values
- Works within the organizational structure and administrative policy and procedures established

8. IMPACT OF ERROR

- Errors in not carrying out duties could result in injury to children, other employees and personal liability to self and Six Nations Council
- Errors in not carrying out the duties could also result in termination.
- Employee signature verifies the acknowledgement, understanding and adherence to any changes/recommendations required for the position.



APPLICATION FOR EMPLOYMENT
With the Six Nations Council

PART I: GENERAL INFORMATION

Application for: (Job Title)			Closing Date:		
Name of Applicant:	First Name	Initial	Last Name	Band & Number(if applicable)	
Mailing Address (R.R.#, Blne # & Address)			Home Phone.	Alternate Phone No.	
City or Town or Village	Province		Postal Code	Email Address	
<p><i>Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply; applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations Community. Based on the need to provide qualified professional services only those applicants meeting the minimum requirements will be invited for an interview.</i></p>					
Do you have specific needs to be accommodated? If so, in what manner?	Do you have the valid required license(s)?		Do you have a valid First Aid/CPR Certificate?		Have you had WHMIS Training?
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you have previously worked for Six Nations Council, please answer the following:					
Length of time worked _____ Months _____ Year(s) Dates Employed: _____					
Reason for Leaving _____					
Permission for GREAT to keep a copy of application to assist in seeking/obtaining employment.					
<input type="checkbox"/> Yes <input type="checkbox"/> No					
Have you ever been convicted of a criminal offence for which a pardon has not been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Do you wish to work <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary/Casual					
Some positions may require a medical examination as it pertains to the position and will be requested if you are the successful candidate. Would this present a problem for you? <input type="checkbox"/> Yes <input type="checkbox"/> No					

PART II: EDUCATION

Year Last Attended	Secondary School					College or University					Graduate or Professional				
	9	10	11	12	13	1	2	3	4	5	1	2	3	4	5
Level Completed															
Certificates, Diplomas, Degrees obtained															
Course of Study Taken															
List any specialized Training, Apprenticeship Skills, Awards, Professional Designations, and other Education															

PART III WORK HISTORY

I Present or Last Employer	Address:
Type of Business:	Telephone Number:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	
II Previous Employer	Address:
Type of Business:	Telephone:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	
III Previous Employer:	Address:
Type of Business:	Telephone Number:
Your Job Title:	Period Employed:
Name & Title of Immediate Supervisor:	Your reason for Leaving:
Briefly describe your Duties & Responsibilities:	
We will be contacting your present and any previous employers listed for a reference check. Besides your Immediate Supervisor who else should we ask to speak with? (List name, job title & phone number)	
1. _____	
2. _____	

****PLEASE READ CAREFULLY****

YOU ARE REQUIRED TO PROVIDE PROOF OF YOUR EDUCATIONAL QUALIFICATIONS AS IT PERTAINS TO THE JOB DESCRIPTION. PLEASE ATTACH A COPY OF YOUR DIPLOMA, DEGREE, CERTIFICATE OR TRANSCRIPT WITH YOUR COVERING LETTER, RESUME AND APPLICATION FORM

By signing this application you are consenting for this employer to contact your previous employers for references.

Authorization:

I have completed this application to the best of my ability and the foregoing statements are correct to the best of my knowledge. I do understand that any misrepresentation may disqualify me from employment or be cause for dismissal. If I am hired, I shall abide by all policies and procedures of the Six Nations Council which includes serving an initial probationary period.

Applicant's Signature

Date