



Caldwell First Nation

14 Orange Street, Leamington, Ontario N8H 1P5

Phone: (519) 322 – 1766 Fax: (519) 322 – 1533

JOB DESCRIPTION

POSTED: January 30, 2018 **CLOSING DATE:** February 23, 2018

Title: Family Well-Being Worker

Reports to: Director of Operations

Location: Leamington

Job Summary:

Under the direction of the Director of Operations, the Band Representative is a highly motivated individual with exceptional advocacy skills, possessing critical knowledge of the Child and Family Services Act. The Band Representative acts on behalf of Caldwell First Nation as a party in the court proceedings involving the First Nation's Children under the Child and Family Services Act. The role of the Band Representative is to protect the collective best interest of Caldwell First Nation children and to ensure a culturally appropriate disposition of the case.

The object of this position to ensure that any notification from any/all Child Welfare Agencies are responded to within its mandated time. To ensure that all of the members of Caldwell First Nation have a Band representative present or available when dealing with all Child Welfare Agencies, as per Part X of the Child and Family Services Act in Ontario and notification from other Provinces.

Principle Duties & Responsibilities:

- Establish and develop an active working relationship with all Child and Family Services
- Develop and implement protocols with Child and Family Services
- Develop a working relationship with all Child and Family Services
- Develop capacity in internal staff regarding customary practices, band realities, including resources, and the necessity to continually engage with case planning and response to all Child Welfare Agencies
- Develop and negotiate Plans of Care and Service Plans with all Child Welfare Agencies
- Respond to all Child Welfare Agencies when notified of any members being involved with their Agency
- Ensure that Customary Care is practiced with all Band members before any court system is looked at
- Take place in all Service Plans, Plan of Care, or Service development for our Band

Members

- Have full knowledge of Part X of the Child and Family Service Act
- Develop BCRs when needed to attest to any/all Plans that relate to our Band Members
- Present in camera sessions monthly with a report to Chief and Council
- To practice confidentiality to its fullest with our Band Members
- Perform other duties as assigned

Qualifications:

- Experience working with First Nation people
- Fully understand Customary Care
- Social Work Diploma/or related
- Fully understand Part X of the CFSA
- Knowledge of our community and its practices
- Knowledge of the CFSA
- Knowledge of the history of Child Welfare as it pertains to Aboriginal communities
- Strong verbal and written skills
- Experience developing detailed plans and critical path timelines as well as managing deadlines and completing priorities
- Be able to meet all timelines as needed to meet legislation that governs our families
- Analytical and problem solving skills
- Ability to work independently
- Must be willing to travel extensively, when required
- Must have a valid drivers license, G
- Ability to manage time well and complete administrative tasks in a timely manner
- Must have the ability to develop a Plan of Care with Form 33 applications in the court system
- Must have the ability to coordinate time management to work with numerous families at one time
- Must have the ability to provide documentation to Chief and Council when requested at all times

Applications MUST include:

- Current cover letter
- Current resume
- Three (3) names of references with appropriate contact information (one must be current or most recent employer)

Salary Range:**\$54,000.00 - \$60,000.00**

**DEADLINE DATE: Thursday, February 23, 2018 @ 4:00 pm.
(No late applications accepted)**

Only qualified applicants will be contacted for an interview

Successful candidate will require a current Criminal Record Check including a Vulnerable Sector Screen

Interested applicants, who meet the qualifications as listed above, must submit a current resume with references and a cover letter to:

Attention:

Director of Operations
Caldwell First Nation
14 Orange St
LEAMINGTON, ON
N8H 1P5
Phone: 519.322.1766
Fax: 519-322-1533
allen.deleary@caldwellfirstnation.ca