



QBOW CHILD AND FAMILY SERVICES INC.

Employment Opportunity

- Description:** (1) Full Time Foster Care Resource Worker
- Location:** Beardy's & Okemasis Cree Nation Sub-Office, Saskatchewan
- Opening Date:** July 7, 2020
- Closing Date:** July 14, 2020

Summary

The Foster Care Resource Worker is responsible for the recruitment, assessment and training of foster care providers for QBOW Child and Family Services Inc. The Foster Care Resource Worker will be responsible for coordinating the provision of comprehensive specialized foster home services for children in temporary or permanent care and children at risk, including recruiting and actively promoting the foster care program in the community, investigating, assessing and counseling new foster parent applicants to determine suitability, conducting pre-service education and assessment of foster home applicants, conducting annual review of foster homes; conducting in depth home studies and documents all aspects of an applicant's life. The Foster Care Resource Worker will provide counseling and support services and ongoing training to foster parents, investigating quality of care issues in foster homes and reassessments of active foster homes, and consult with First Nations and following established protocols as part of the planning process to ensure quality foster care service delivery.

Requirements

- Bachelor Degree in Social Work, Education, or Community Studies preferred
- Equivalent work experience/ other degrees, education may be accepted
- Minimum of 4 years' experience in human service, communication/marketing or any client related experience.
- Valid Driver's license

- Experience in interviewing and informal assessment techniques
- Knowledge of the principles, practices and methodologies associated with the delivery of community-based services
- Knowledge of the health and social service programs offered to First Nations;
- Knowledge of program planning, implementation and evaluation
- Excellent assessment, interviewing, and counseling skills
- Must possess the ability to make independent decisions when circumstances required
- Able to effectively communicate both verbally and in writing
- Computer literacy, including effective working skills or MS Word, Excel and e-mail required.
- Able to deal with people sensitively, tactfully, diplomatically and professionally at all times
- Highly flexible, with solid interpersonal skills that allow one to work effectively in a diverse working environment
- Able to work efficiently as part of a team as well as independently
- Good organizational, time management and prioritizing skills
- High level of sound and independent judgment, reasoning, and discretion
- Strong morals and ethics, along with a commitment to staff confidentiality
- Physical abilities to perform the assigned duties
- Ability to prepare comprehensive reports as required
- Must have good interpersonal and organizational skills and must demonstrate an ability and willingness to adhere to good standard of operational procedures, productivity and time management
- Must be able to work closely with other staff, volunteers and the public in a positive, practical manner
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills
- High degree of resourcefulness, flexibility, and adaptability
- Politically and culturally sensitive
- High level of critical, logical thinking, analysis, and/or reasoning to identify underlying principles, reasons, or facts
- Ability to develop recruitment and selection procedures

Job Duties

- Provides relevant, competent cultural support services to all member First Nation children and families who either request or are determined to require Agency services from point of referral to case closure.
- Ensures cultural support services are delivered with excellence and conform to the Agency's philosophy, policies, procedures and guidelines and protocols as well to provincial legislation, regulations and standards.

- Ensures every child and family receives the highest quality of cultural support services through decision-making that is done in the best interests and wellbeing of every child and family for the enhancement and development of positive cultural identity.
- Instructs management and staff regarding aspects of Indigenous culture, knowledge and understanding in formation and development of effective helping relationships with clients.
- Recruits for and maintain a roster of Indigenous Elders, Traditional Advisors and Healers for the provision of culturally appropriate healing practices for clients and community members.
- Plan, organize and coordinate cultural workshop, programming and activities, teachings, ceremonies and healing practices for clients and member First Nation as required.
- Assist in obtaining the necessary supplies, equipment or funds to facilitate agency culturally based functions.
- Completes relevant agency records, forms and documents as required.
- Prepares statistical reports for the Executive Director summarizing current activities and future planning.

Please Submit Cover Letter and resume, along with 3 references Attention to:

- **Natasha Gladue, Human Resources ngladue@qbow.ca**



- **All short-listed applicants will be contacted for an interview!**