



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES

INVESTIGATION & ASSESSMENT WORKER – West

ONE (1) YEAR CONTRACT

NOGDAWINDAMIN Family and Community Services, a designated Aboriginal Child Welfare Agency under the *Child and Family Services Act* serving member First Nations situated between Sault Ste. Marie and Sudbury and is seeking to hire an **Investigation and Assessment Worker**. This position will be located in our Satellite Office in **Sault Ste. Marie**.

Overview of Responsibilities

Reporting to the Investigation and Assessment Supervisor, the Investigation and Assessment Worker is responsible for ensuring safety of children by completing investigations and assessing needs in accordance with the provisions of the Child and Family Services Act, Ministry Standards, Child Protection Protocols, Risk Assessment Tools, Agency policies and procedures and First Nation community standards of practice.

QUALIFICATIONS

Education and Experience Requirements

- Bachelor of Social Work Degree is preferred
- Community College Diploma in Social Services or Native Child Welfare Worker
- Two (2) years' direct experience in a Social Services Agency

Knowledge Requirements

- Knowledge of Nogdawindamin programs and services
- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Solid knowledge of the Child and Family Services Act, Eligibility Spectrum, Ontario Safety Assessment, Family Risk Assessment and Strengths and Needs Assessment
- Knowledge of First Nation service delivery, customs and traditions in responding to child welfare
- Knowledge of external services and service agencies
- Thorough knowledge of the stages, process and milestones of normal development of children from birth to adolescence

Special Skills & Abilities

- Excellent interpersonal skills
- Demonstrated capability in crisis intervention, conflict resolution, mediation and problem solving
- Excellent written and oral communication skills
- Strong organizational and administrative skills
- Excellent computer skills
- Proven ability to work with First Nation communities and people
- Ability to work with and meet tight timelines
- Ability to take initiative and work independently
- Ability to work within a team environment
- Ability to meet deadlines and work flexible hours
- Ability to work with confidential and sensitive information
- Ability to understand and speak Anishnaabemowin is a definite asset

Other Requirements

- Must provide a clear Police Records Check with Vulnerable Sector Check
- Must have a Class 'G' Ontario Driver's Licence, access to a vehicle and the ability to travel
- Must have \$1M automobile insurance coverage

Salary Range: \$58,518.00 - \$71,881.00

Please submit a job related resume and cover letter along with three work related references by,

October 25, 2017 – 4:00 p.m.

Hiring Committee

Nogdawindamin Family and Community Services
210B Gran Street, Batchewana First Nation, ON P6A 0C4
FAX (705) 946-3717
hr@noq.ca

Preference will be given to applicants of native ancestry.

Incomplete or late applications will not be accepted

We thank all applicants for their interest; however only those selected for an interview will be contacted.

A full job description is located on our website at www.noq.ca