



PROFESSIONAL EMPLOYMENT OPPORTUNITY

AWASIS AGENCY OF NORTHERN MANITOBA

NORTHLANDS SUB-OFFICE LAC BROCHET, MB

Position: Foster Care/Intake/Stats Worker
Full-Time Permanent

Under the direct supervision of the Unit Supervisor the Foster Care/Intake/Stats Worker will ensure that services are being delivered in accordance with Provincial Legislation and Standards and that all programs and services are also in accordance with the policies, procedures and specific directions/directives of Awasis Agency. The Foster Care/Intake/Stats Worker is responsible for recruiting and licensing foster homes for placement of children who are coming into care, is contact for intakes by which the community can express its concern for children who may be in need of protection, and maintaining and administering up-to-date statistical records of activities regarding children in care and services to families. The incumbent is required to have excellent organizational, written and interpersonal communication skills.

Qualifications:

- Knowledge of CFS legislation, issues and standards
- Knowledge of Child & Family Services Information System (CFSIS) is an asset
- Excellent assessment, interviewing, and counselling skills
- Excellent written and oral communication skills
- Good organizational, time management and prioritizing skills
- Demonstrated ability to prioritize workloads and meet deadlines
- Proficiency in Microsoft Word, Excel and Outlook
- Must be self-motivated with the ability to work independently as well as a team setting
- BSW Degree preferred with experience in child welfare or combination of education and experience in a related field
- Enrolled or interest in the BSW program is ideal
- Sensitivity to and an understanding of First Nations culture and values
- Ability to speak the Dene language would be considered an asset

Working Conditions:

- Must be able to work in a fast paced environment
- Must demonstrate a strong work ethic and be reliable
- Must be willing to travel
- Must have satisfactory Prior Contact, Child Abuse Registry Check and Criminal Record Check
- Must possess a valid driver's license

Salary: Salary will commensurate with education and experience

Closing date: Friday, July 28, 2017

A cover letter indicating the position applying for and updated resume can be sent to:

Human Resources
Awasis Agency of Northern Manitoba
201-274 Smith Street
Winnipeg, MB R3C 1K1
Fax: (204) 987-9489
Email: hr@awasisagency.ca

Awasis Agency provides continuous training and a great benefits package to employees.

We thank all applicants who apply, however, only those selected for an interview will be contacted.