



**KIASHKE ZAAGING
ANISHINAABEK**

GULL BAY FIRST NATION
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Family Support Worker

JOB SUMMARY: Reporting to Chief and Council or designate, the Family Support Worker's main responsibility is to address the needs of the community (KZA-GBFN). All duties must be performed in compliance with the Child and Family Services Act, Ministerial Guidelines and agency policies and procedures.

REQUIRED QUALIFICATIONS:

- Post-Secondary diploma in a related field (social service worker, child and youth worker, etc.), or equivalent and 1-2 years related experience social work;
- Must produce clear Criminal Record Check with Vulnerable Sector Screening
- Ability to speak a native language considered a major asset
- Demonstrate excellent planning, organizational, administrative and communication skills;
- Demonstrate excellent interpersonal skills in order to liaise with a variety on internal and external contacts; oral and written communication skills
- Demonstrated proficiency with various software packages including but not limited to word processing, database and or spreadsheet applications
- Knowledge of Child and Family Services Act
- Knowledge of individual, family, child, adolescent and group behaviour;
- Must have experience in counselling, case management, file maintenance and statistical reporting;
- Must be able to work under minimal supervision;
- Must possess a "G" Ontario Driver's License, be willing to travel, able to work flexible hours, able to work independently and prove on-call service when required;

KEY RESPONSIBILITIES:

- Provide fair, equitable, respectful and culturally relevant service to First Nation's children and families, consistent with the vision, mission and values of KZA-GBFN;
- Maintains effective relationships with First Nations Council's, elders, committees and applicable agencies;
- Participates with community to explore service options and strategies to address issues affecting First Nations children and families;
- Conduct intake and assessment procedures to ensure the community members needs are properly directed
- Refer clients to appropriate service providers when required and advocate on their behalf should the need arise.
- Ensure all documents are continuously up-to-date. (i.e. client files, case notes, and other pertinent documents)
- Gather client data for statistical purposes.
- Deliver awareness/prevention programs that are geared to the needs of the community
- Attend work related training sessions, workshops, and meetings as requested by the supervisor.
- Intervenes in crisis situations where risk to children exists and initiates timely response to ensure the safety of the child;

Any interested person should submit a copy of their resume to Chief Wilfred King by fax (807) 982-0009 or in person at the Government Office in GBFN