



## JOB POSTING

### SAUGEEN FIRST NATION

### Family Support Worker

---

<b>Program:</b>	A.C.Y.P.S.
<b>Reports To:</b>	A.C.Y.P.S. Program Coordinator
<b>Term of Employment:</b>	Full Time Summer Employment
<b>Wage:</b>	\$22 hourly
<b>Hours of Work:</b>	35 hrs per week – 8 weeks

---

#### **JOB PURPOSE**

The Family Support Worker will be responsible for the organization and implementation of various programs, activities, and events. This person will have sound knowledge and/or experience of working directly with First Nation families and youth. This person will target prevention activities to the high-risk population and work in conjunction with Saugeen First Nation community partners to deliver appropriate services. This person will be an effective group leader and will facilitate groups and/or workshops for the parents, youth, and children of Saugeen. This person will assist in the compilation of information for community members and will act as a resource and liaison for the program with other agencies, parents, and the community.

#### **KEY DUTIES AND ACCOUNTABILITIES**

- Maintain records of all activities carried out and to report statistical information monthly to Program Coordinator in accordance with the policy of the Anishnabek Child and Youth Prevention Services.
- Complete required forms relating to overtime, sick leave, vacation, etc. in accordance with the Saugeen Band Policy.
- Attend all staff meetings and training sessions as required by the Program Coordinator in accordance with the policy of the Anishnabek Child and Youth Prevention Services.
- Co-operate with Program Staff around planning, implementing and evaluating the Anishnabek Child and Youth Prevention Services.
- Work with the Program Coordinator in the development of an annual performance assessment and personal development plan.
- To become acquainted with area resources and their needs as they relate to assisting Band Members.
- In collaboration with the ACYMHAW, develop a support group for children and/or youth that focuses on a common goal and/or need.
- Develop a support group and/or deliver workshops for parents that focus on an area that address a common goal and/or need.
- Support high-risk families in the community through home visits, referrals, and safety planning to prevent future child protection agencies.
- Consult on an on-going basis with the Program Coordinator regarding all activities and notifying the Program Coordinator immediately of all emergency situations.
- Model positive interaction with the children while conducting activities on behalf of the Anishnabek Child and Youth Prevention Services Program.
- Promote cultural and traditional values to families and community members.

- Organize activities that are culturally and traditionally appropriate to the Saugeen Ojibway Nation.
- All other duties delegated by the Anishnabek Child and Youth Prevention Services Program Coordinator.

## **REQUIREMENTS**

### **Education and Experience:**

- Community Support Worker Diploma or other relevant field of studies
- Two (2) years' experience working in a relevant field
- Post Secondary Student returning to school in Fall

### **Knowledge, Skills & Abilities:**

- Excellent interpersonal skills/Able to get along well with others
- Excellent communication skills
- High regard for personal well-being (Physically, Emotionally, Mentally, and Spiritually)
- Punctual and Flexible
- Able to work as a team and independently, with minimum supervision
- Well organized
- Working knowledge of the Child and Family Services Act

### **Designations, Licences & Requirements:**

- Valid driver's license (Class G)
- First Aid/CPR
- Clean CPIC/Vulnerable Sector Check

## **WORKING CONDITIONS**

1. Physical Demands – Long periods of sitting, standing, typing and some walking. Lifting of some objects not exceeding 10 pounds.
2. Environment – Mainly an office environment and indoor locations with some exposure to outside during travel. Minimal exposure to hazardous material (cleaning supplies).
3. Mental Effort – The nature of the position will have low tension and anxiety levels.
4. Position Type/Expected Hours of Work – Regular full-time hours with availability for evening and weekend work as required.

### **Applications MUST include:**

- Current cover letter
- Current resume
- Three names (not letters) of references with telephone numbers or email addresses (one must be current or most recent employer)

**DEADLINE DATE: Friday, June 9<sup>th</sup>, 2023 @ 4:00 p.m.**  
 (\*No Late Applications Accepted\*)

**Only qualified applicants will be contacted for an interview**  
**Qualified Saugeen First Nation members will be given priority**

**Successful candidate will be asked to provide a current Criminal Record Check**  
**including Vulnerable Sector Screening as a condition of employment**

**Office:** HR Department, 519-797-2781, Extension 1104

**By E-Mail:** [joe.wesley@saugeen.org](mailto:joe.wesley@saugeen.org)

**By Mail:** HR Department, 6 Cameron Drive, Southampton, ON N0H 2L0