



JOB DESCRIPTION

CASUAL SUPPORT WORKER

JOB FUNCTION:

Under the supervision of the Specialized Services Coordinator, the Casual Support Worker (CSW) is responsible for assisting staff in providing services to children, youth, and families and assisting with access visits, homemaking or other in-home supports; direct services to children in care such as appointments may also be required.

DUTIES AND RESPONSIBILITIES:

1. Organize, coordinate and supervise access visits between children and their family members.
 - Arrange or provide transportation for children to and from access.
 - Ensure that the physical access location is clean, comfortable, and equipped with age-appropriate toys and games.
 - Clarify the roles and responsibilities of each person participating in visits.
 - Coach family members regarding what is expected of them during visits to ensure that visits are child-focused, meaningful, purposeful and contributing to the family's service plan goals.
 - Resolve visit-related problems, particularly difficulties regarding parent-child interactions.
 - Discuss planned visiting activities and provide opportunities for debriefing and feedback after each visit.
 - Implement safety plans where necessary, and effectively intervene during a visit if a child's safety or well-being appears to be at risk.
2. Assist staff and foster home with necessary arrangements (e.g. medical appointments, shopping, and child care assistance).
3. Assist protection cases in home supports until community services are in place.
4. Communicate information regarding families' progress, changes, and/or case updates and report any information that may impact on the safety and well-being of children.
5. Participate in case conferences and other case planning meetings, if required.
6. Testify in court if required.
7. Complete all documentation required within Ministry standards and agency time frames (i.e. contacts, case notes)
8. Ensure accurate and timely submission of claim for payment time sheets, and ensure services provided to a maximum of 20 hours per work week.

QUALIFICATIONS:

Education:

Two (2) year Social Service Worker, Child and Youth Worker diploma, or other diploma in the social services field with relevant experience is preferred.

REQUIREMENTS:

- Knowledge of relevant legislation, regulations, and Ministry standards (e.g. the Child and Family Services Act).
- Knowledge of Anishinabek culture, values and traditions, Anishnabemowin is definitely an asset.
- Good understanding of the agency's values, service philosophy and objectives.
- Clinical knowledge of child maltreatment, child development, attachment and separation, and family dynamics.
- Demonstrated clinical and counseling skills to provide assessment, engagement and support services to youth and families.
- Knowledge of evidence informed practice.
- Familiarity with community resources.
- Demonstrated ability to work effectively both independently and within a team.
- Demonstrated problem solving, planning, priority-setting, and conflict resolution skills.
- Demonstrated presentation skills to represent the agency in the community
- Demonstrated interpersonal and collaboration skills to coordinate effectively with a broad variety of agency departments/staff
- Commitment to acquire and update professional skills and clinical knowledge through participation in training, education, and other professional development opportunities.
- Ability to maintain the appropriate safeguards for the confidentiality of Agency and client information.
- Excellent use of English; verbal and written.
- Possess and maintain a valid Class "G" Driver's Licence and personal insurance coverage with access to a reliable vehicle.
- Provide a Criminal Records Check, Vulnerable Sector Screen.