



FAMILY FINDING WORKER JOB DESCRIPTION

Immediate Supervisor	Service Supervisor
Location	Sudbury/Island
Salary	In Accordance with Salary Grid

Overview

Reporting to the Service Supervisor, the Family Finding Worker (FFW) provides progressive support to Kina Gbezhgomi Child and Family Services (KGCFS) in all aspects related to family finding. Reporting to the Service Supervisor, the FFW uses the methods and strategies from the family finding model to locate and engage relatives of children/youth in care or at risk of entering care so that every child may benefit from lifelong connections that only a family provides. Family Finding is a process that is a strongly values-based model with clear and definable goals (discovery, engagement, planning, decision making, evaluation, follow-up supports).

General Description

The FFW is responsible for child-specific and family finding recruitment with the goal of permanence for children. The focus of work is to work actively with children and youth in care or at risk of entering care where permanence is required for their safety, security and well-being. The FFW is intended to have an intensive and short term role with the goals of ensuring a system of supportive adults and identifying a permanent resource committed to the child/youth referred. The incumbent of this position will be responsible for locating Kin, so that to the greatest extent possible, the Agency has located the most appropriate Kin supports in the child / youth's life who can best meet and promote their need for safety, well-being, and permanence.

We understand every Anishinaabe child has family to protect them from devastating loneliness that from meaningful connection reduces risks that family helps a child develop a sense of belonging.

The service is shaped by the unity, traditions, values, beliefs and customs of the Anishinaabe communities; and, delivered in accordance the provisions of the Child and Family Services Act, Ministry Regulations, Policy Directives and First Nation Standards.

Duties and Responsibilities

- Through the use of technology, file research, genograms, family research tools and interviews, the Family Finder will:

Seek out Kin in order to:

- Build on existing relationships;
- Promote stability for children and youth;
- Provide viable options to admission to care;

- Enable continuity of relationships between family / community members and the child/youth;
- Maintain the integrity of children and youth's connections to aboriginal and other relevant cultural groups;
- Engage the extended family and / or community in the permanency planning earlier in the process; and,
- Explore opportunities for life-long connections for older youth in need of support.
- Conduct thorough reviews of relevant case files to assist in identifying family members or other key people in the child / youth's natural network who may be options for placement, permanency planning and / or supporting life-long connections.
- Conduct interviews with a child / youth's caregiver, relatives, community members or the child / youth themselves to assist in identifying Kin. Support foster youth in developing meaningful and enduring connections with adults who will support them across their lifespan.
- Attempt to locate / identify Kin through the use available technology and various research techniques and resources.
- Collaborate with KGCFS employees and services and member First Nation band representatives to ensure that all relevant information relating to the search for Kin is shared and explored.
- Maintain connections that are healthy, safe and permanent relationships between children, youth, families and supportive adults regardless of what circumstances they may find themselves in.
- Ensure through planning the timely and permanent exit from the formal service system through the development of a resilient and comprehensive network of supportive adults. Enable young adults emerging from care to live safely and productively within their communities.
- Support youth in developing a healthy sense of identity and regain dignity as well as providing family members with the opportunity to meet the needs within their family system.
- For individuals with lifetime care needs, increase connectedness, decrease dependence on the formal service system, and enhance family-driven decision making.
- Prevent recidivism within or between formal service systems, including prevention of youth "graduation" into the adult correctional system.
- Focus efforts to achieving the anticipated outcomes that include increase in reunification rates, improve well-being, and placement stability, transition out of the child welfare system, decrease re-entry rates, and stronger sense of belonging for children.
- Participate in case conferences, family circles, placement planning and case conferencing.
- Delivery of service is completed in a safe manner and exhibits good judgment, professional conduct and problem solving skills.
- Participate in supervision in accordance with agency and/or supervisor requirements.
- Educates staff and community members about Family Finding and widening family and community participation,
- Acts as a liaison with Elders, Service Providers and First Nation Communities as required.
- Promotes the philosophy of family finding, which includes, safety, building on family strengths,

inclusiveness, permanency for children, cultural holistic approaches, family preservation & reunification, family and community collaborative decision-making.

- Maintains an accurate record of contact information of guardians, parents, family members, Elders, counsellors, legal services, consultants, community service providers and other resource contacts.
- Prepares and maintains regular reports, analyses and statistics as required.
- Participates in regular evaluation of Family Finding and maintains a record of this evaluation.
- Participates in the development of an overall service plan for the program and in accordance with KGCFS' strategic plan.
- Perform other tasks and assignments as requested or required by the supervisor; and,
- Complete other related professional duties as assigned.

Education

- Minimum an accredited college diploma in Social Services or related field of study.
- Preference is a degree from an accredited university in a discipline deemed appropriate for the position. Ideal level of education Bachelor of Social Work Degree.

Experience

At least three (3) years of work experience in the delivery of direct, frontline, social service programming targeting children, youth and families, preferably within an Anishinaabe community/organization is preferred.

Skills & Abilities

- Must be willing to participate in the activities, events and circles for the acquisition of cultural competence.
- Must have working knowledge of Anishinaabe culture, customs, traditions and practices.
- Ability to interpret, apply and blend a wide range of Social Work practices and principles and Anishinaabe methods to help children/youth/families achieve a healthier lifestyle.
- Active participation in the Anishinaabe communities with building knowledge of the teachings from the medicine wheel acquired through personal learning journey will be of significant consideration.
- Ability to understand and apply the agency's policy and procedures manuals.
- Knowledge of the Child and Family Services Act.
- Superior interpersonal, communication, facilitation, presentation and written skills.
- Ability to analyze problems, develop a path toward problem solving, and manage the process to completion.
- Ability to effectively apply planning and organizing skills.
- Ability to work autonomously with initiative.
- Must work collaboratively with all agency staff, biological and foster parents, customary care givers, extended family and the member First Nations.
- Ability to speak the Anishinaabe language is considered a valuable asset.
- Ability to lead with tact and professionalism.

- Proficiency in Microsoft Office Suite.
- Must be able to work flexible hours, possess own vehicle, valid driver's license, proof of vehicle insurance and travel as required.
- Must be willing to provide a "Criminal Record Search with Vulnerable Sector Screening", "Driver's Abstract", and sign a "Declaration Oath of Confidentiality."

Work Environment

- Given the traditional practices of the Anishinabek, from time to time there can be exposure to wood smoke and the burning of sacred medicines, including tobacco, sweet grass, sage or cedar, may occur within the work setting.
- Positions in the field of Anishinabe traditional Child Protection can be both mentally and emotionally challenging. The nature of the positions may expose incumbents to high levels of tension when dealing with issues. The tension includes a level of stress that is usually moderate with high levels occurring on occasions.
- The incumbent can expect there will be times they will encounter inclement weather conditions during course of driving.

Physical Demands

- While performing the duties of this job, the "Position" will typically be in an indoor setting, the delivery of activities or performance of duties will take place off-site.
- The employee can expect to work a flex schedule that may require work overtime when required or during emergency situations.

CERTIFICATION - ACKNOWLEDGEMENT OF RECEIPT

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">Employee Signature</p> <hr style="border: 0; border-top: 1px solid black; margin-top: 20px;"/> <p style="text-align: center;">Print Name Date</p> <p>I certify that I have read, understand, and agree to the responsibilities assigned to the position.</p>	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">Supervisor Signature</p> <hr style="border: 0; border-top: 1px solid black; margin-top: 20px;"/> <p style="text-align: center;">Print Name Date</p> <p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;">Manager Signature Date</p>	