


FOSTER CARE RESOURCE WORKER JOB DESCRIPTION

	Department	Services
	Immediate Supervisor	Services Supervisor
	Location	Manitoulin Island / Sudbury
	Salary Range	In Accordance with the Salary Grid

Kina Gbezhgomi Child and Family Services (KGCFS) proclaims that we are an Anishinabek Agency servicing Anishinabek people to ensure services are delivered by honouring the Anishinabek way of life. KGCFS is derived from the overall cultural context of the Anishinaabe people. Other conventional child welfare services or approaches may be used and added to supplement the Anishinaabe cultural core of the agency. KGCFS believes that child welfare services outside the Anishinaabe cultural core are secondary to the primary Anishinaabe cultural core, and that child welfare services that are responsive to the cultural circumstances of the Anishinaabe client population take priority. KGCFS will be culturally grounded in its Anishinaabe foundation, beliefs and practices and will be culturally responsive in its delivery of service while striving to educate, retain and protect traditional Anishinaabe practices.

OVERVIEW

Reporting to the Service Supervisor, the Foster Care Resource Worker is responsible for the delivery of the Foster Care Program; and ensures, that the program is implemented in a manner based on unity, traditions, values, beliefs, and customs of the First Nation serviced by the Agency; and, per the funding agreements and the First Nations' standards.

DUTIES & RESPONSIBILITIES

Service Responsibilities:

Under the direction of the Service Supervisor, the Foster Care Resource Worker will:

- Deliver the Agency's foster care program and ensure adherence to the Agency's policies and procedures.
- Promote, support, and maintain a network complement of foster care homes within the Agency's member First Nation communities.
- Recruit, select, train and support First Nation Foster Parents and families within the district of Manitoulin and Sudbury.
- Develop and ensure the consistent adherence to the Agency protocol for the placement of children in foster care homes.
- Evaluate the quality and effectiveness of each foster care placement.
- Assess and recommend and/or decides upon financial requests from Foster Parents within the financial authorities delegated by the Board of Directors.

- Develop and deliver a comprehensive orientation and training package for Foster Parents and Customary Care Givers reflective of the traditions, norms, values, beliefs, and customs of the First Nations the Agency services.
- Prepare narrative reports and briefing reports for recommendations to the Foster Care Program to the Foster Care Supervisor.
- Apply performance measures and implement improvement requirements and techniques to meet program benchmarks and standards as directed by the Foster Care Supervisor.
- Prepare and submit to the Foster Care Supervisor monthly reports on program developments and service statistical data and information.
- Participate in job performance in accordance with the Agency's policies and procedures.
- Adhere to and ensure all reporting obligations under the program's funding arrangements and the Agency's policies and procedures are met.

Other Responsibilities

- Provide information to the Foster Care Program Supervisor to allow for the development of strategies for communicating service and program impacts as part of the Agency's overall communications strategy.
- Maintain liaison with Agency staff, relevant personnel of community resources, professionals, traditional healers, and all others concerned with the provision of the Foster Care Program.

Organizational Responsibilities

As a representative of Kina Gbezhgomi Child and Family Services, the Employee will:

- Contribute to the culture of the agency through sharing and building knowledge and understanding, respect and sensitivity of the Anishinabek culture, traditions, and the Seven Grandfather Teachings.
- Reflect and interpret the Agency Vision, Mission, and Core Values in his/her own work with enthusiasm and commitment.
- Act in accordance with relevant legislation and Agency Policies (Rules and Regulations), Standards and Procedures.
- Propose changes within Kina Gbezhgomi Child and Family Services that would improve the quality of service to Anishinabek children, families, and communities.
- Develop and maintain respectful cooperative working relationships that will contribute to the integrated, seamless delivery of services to Anishinabek children, families, and communities.
- Understand his/her role and responsibility in maintaining a safe workplace and preventing workplace injuries.
- Ensure accuracy, confidentiality, and safekeeping of agency records.
- Participate constructively in the supervision process with the immediate Service Supervisor.
- Work collaboratively with all agency staff, biological parent(s) and caregiver(s), extended family and the member First Nations as required within your respective position of service.
- Create an anti-oppressive work environment while modeling respect, professionalism, and act as a positive role model with integrity.
- Will complete a Historical Awareness / Self- Assessments and develop an Individual Wholistic Wellness Plan including a Competency Based Assessment Tools to develop a Cultural

Training Plan and passport with intent to monitor wellness and enhance and measure cultural congruencies.

- Will actively participate in agency sponsored cultural training, staff development and educational opportunities, cultural activities, events, and ceremonies with intent to enhance cultural congruencies.

QUALIFICATIONS

Education

- Preferred education is a Bachelor of Social Work Degree.
- Minimum is a Social Services Diploma or Native Child and Family Worker Diploma.

Experience

- Minimum of two (2) years direct experience in child welfare.
- Management experience preferred.
- Experience in working within an Anishinaabe Child and Family Well-Being Services is preferred or proven experience in working with Anishinabek people.
- An individual of Anishinaabe ancestry is preferred with genuine understanding and lived experiences of Anishinaabe worldviews, traditions, customs, and practices.

Conditions of Employment

- Must provide a clear Police Records Check with Vulnerable Sector Screening Check.
- Must possess a valid standard First Aid/CPR certificate or be willing to obtain one.
- Must have a class 'G' Ontario Driver's License, access to a personal vehicle and be able to travel. Must also be willing to obtain \$1M Liability Insurance.
- The employee may be exposed to potentially hazardous environments this may include driving conditions and volatile situations.
- Must be willing to carry and agency cell phone, IT equipment, drive agency vehicle as needed.
- Can sit/stand for extended period in front of computer.
- Work a standard work week of 35 hours per week, however, the ability to work flexible hours may be required.

SKILLS, KNOWLEDGE, & ABILITIES

- The ability to speak the Anishinaabe language is a definite asset and / or willingness for continual learning. Preference will be given to applicants who can speak or write Ojibway, provided they have skills, ability, and qualifications to do the job.
- Must be willing to participate in the activities, events, and circles for the acquisition of cultural congruence.
- Must have working knowledge of Anishinaabe culture, customs, traditions, and practices.
- 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 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.

- Proven knowledge of First Nation communities' standards, the Child, Youth and Family Services Act (CYFSA) and other relevant federal and provincial legislation.
- Knowledge and ability to interpret and apply a wide range of social work practices, principles and Anishinaabe based methods in respect to protection and placements of children at risk and understanding the principles and goals of families in crisis.
- Proven knowledge of theories of human behaviours and family systems and proven ability to apply social work theories in assessments, planning, action, measure and monitor to ensure competence and excellence of services provided. Demonstrated and significant front-line experience in working with First Nation communities.
- Thorough knowledge of the operation, management and evaluation of child welfare foster care and customary care.
- The ability to speak Anishinaabemowin.
- Must possess strong organization, evaluation, and problem-solving skills.
- Must be able to communicate effectively in writing and verbally.
- Working knowledge of Microsoft Office Suite, Frontline, CIMS and Penlieu.
- Must be able to work flexible hours.
- Must have a valid driver's license and possess own vehicle.
- Must be willing to authorize a "Criminal Record Search & Vulnerable Sector Check" and sign an "Oath of Confidentiality".

CULTURAL COMPONENTS

- Possess knowledge, respect, and sensitivity of the Anishinaabe culture and be committed to helping Anishinaabe families strengthen and achieve Mino Bimaadizowin (living the good life) through healthy level of well-being.
- Expert knowledge of Anishinaabe history and oppression including colonization, government interventions including federal and provincial laws, jurisdictions, policies, and effects to Anishinabek.
- Strong commitment to helping Anishinaabe children and their families in ways that respect Anishinaabe cultural and spiritual healing practices.
- Proven expertise in ability to perform with cultural safety, cultural sensitivity, and cultural humility with skill to encourage healing.
- Honour all children and youth who may be in transition equally and strive to provide the required supports for Lesbian, Gay, Bisexual, Transgender, Queer, and 2-spirited individuals to achieve healthy self-esteem and life enrichment.

WORK ENVIRONMENT

- Given the traditional practices of the Anishinabek, (from time to time) you may be exposed to wood smoke and the burning of sacred medicines, including tobacco, sweet grass, sage, or cedar which may occur within the work setting.
- Positions in the field of Anishinaabe Child Protection can be both mentally and emotionally challenging. The nature of KGCFSS 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.
- All employees are required to follow the KGCFS COVID-19 Policy.

PHYSICAL DEMANDS

- Sufficient vision and hearing to perform all job duties.
- Able to perform physical and mental activities related to the job duties.
- Able to occasionally lift to 12 kg (25lbs) and operate related equipment.
- While performing the duties of this job, the “Position” will typically be in an indoor setting, the delivery of activities will most likely be held outdoors.

NOTE: This job description is not intended to be all-inclusive. The employee may perform other related duties as required to meet the ongoing needs of the organization.

ACKNOWLEDGMENT OF RECEIPT

I certify that I have read, understand, and agree to the responsibilities assigned to the position. I further understand that other duties may be assigned, or my role modified as necessary to meet changing needs of the organization.

Print Name	Employee’s Signature	Date (DD/MM/YYYY)

I certify that this job description is an accurate description of the responsibilities assigned to the position at present. Management reserves the right to amend roles or duties as required.

Denise Morrow		
Print Executive Director Name	Executive Director Signature	Date (DD/MM/YYYY)