



## Niijaansinaanik Child and Family Services

*Niijaansinaanik Child and Family Services is a provincially designated Child Well-Being Agency that provides Prevention, Protection, and Child and Family services that reflect values, beliefs and principles rooted within the Anishinabek culture. We serve the communities of Wahnapiatae, Dokis, Henvey, Magnetawan, Shawanaga, and Wasauksing First Nations*

### ACCESS WORKER PERMANENT FULL-TIME

Reporting to the Support Services Supervisor, the Access Worker is responsible for providing a support function to the child welfare team with respect to children and families, supported by the Agency and Alternative Care parents.

#### **Support Functions:**

Provide a variety of services in support of case management duties assigned by the Support Services Supervisor.

- Monitor court order access visits between Natural Caregiver families and children in Alternative Care settings
- Support and encourage families to create an ongoing safe and nurturing environment
- Transport families and children to appropriate services, community visits, and activities to achieve case plan objectives

#### **Relationships and Team Building:**

Work collaboratively and cooperatively with all levels in order to support the use of family-centered, strengths-based, child-focused practices while assisting families in building their capacities to provide safe and nurturing environments for children.

- Demonstrate behaviors, actions and attitudes that are consistent with Agency vision, mission and values
- Provide opportunities for the enhancement and development of positive cultural identities of the children, families and communities served
- Ensure appropriate communication and consultation with Supervisor at appropriate times

#### **Administration and Reporting:**

Complete administrative duties and reports, and adhere to Agency policies, procedures and relevant practices.

- Ensure confidentiality and safekeeping of all Agency documents and records
- Develop and maintain accurate, up-to-date and concise work files
- Work in compliance with Occupational Health and Safety Act and any other relevant legislation

#### **Qualifications**

##### **Minimum Education & Experience**

- Post-Secondary diploma/certificate in the Social Services field
- One (1) year of direct experience in a social services agency

##### **Knowledge Requirements**

- Knowledge of Niijaansinaanik Child and Family Services programs and services
- Respect for, sensitivity towards as well as knowledge and understanding of Anishinabek culture, traditions and the Seven Grandfather Teachings
- Basic knowledge of the Child, Youth and Family Services Act
- Knowledge of First Nation service delivery, customs and traditions in responding to child welfare
- Knowledge of external services and service agencies

##### **Other Requirements**

- Must provide a clear Police Records Check – Vulnerable Sector
- Must provide a Class 'G' Ontario Driver's Licence
- Must have \$1M auto insurance liability coverage
- Must provide an acceptable three-year uncertified Driver's Abstract

##### **Work Site Location:**

- North Bay

Niijaansinaanik is committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. Please submit your resume and cover letter along with three work related references to:

Bonnie Reid, Director of Human Resources  
Niijaansinaanik Child and Family Services  
940A Main Street, Dokis First Nation, ON P0M 2N1  
Email to: [careers@nijjcs.com](mailto:careers@nijjcs.com) or fax to (705) 223-7439

Application deadline is:

**Open Until Filled**

Preference will be given to applicants of Native ancestry, please self-identify. We thank all those applicants for their interest, however, only those selected for an interview will be contacted. For a more detailed job description, please contact Human Resources at [careers@nijjcs.com](mailto:careers@nijjcs.com)