



Mistahi Sipi Child & Family Services Inc.

P.O. Box 629, Debden, SK S0J 0S0

Toll Free: 855-724-1219 Phone: 306-724-1221 Fax: 306-724-1223

Mistahi Sipi Child & Family Services

JOB OPPORTUNITY

Intake/Investigation Worker

Mistahi Sipi Child and Family Services (MSCFS) provides Protection and Prevention services to Big River First Nation. MSCFS operates within the standards of Ministry of Social Services (MSS) and Indigenous Services Canada (ISC). MSCFS is seeking an Intake/Investigation Worker to join our Protection team. The Intake/Investigation Worker is the first point of qualified contact between the Agency and potential clients. Along with relevant assessments, the Intake/Investigation Worker will determine if a child or children need protection. The Intake/Investigation Worker develops tentative treatment and intervention plans in such cases and take emergency action where indicated to protect a child.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of the Child and Family Services Act
- Knowledge of Ministry of Social Services (MSS) policies and Indigenous Services Canada (ISC) policies
- Knowledge and experience in assessments and case management
- Knowledge of family trauma in family systems
- Knowledge of Big River First Nation's culture and language
- Able to make decisions while working under pressure
- Able to work effectively on computer programs (Redmane, Outlook, Word, Excel, etc)
- Able to work individually and work collaboratively as part of a team
- Able to upkeep records / files according to agency standards
- Must have excellent reading and writing skills for reporting
- Must have Structured Decision Making (SDM) Training

EDUCATION & EXPERIENCE

- Four (4) year University Degree in Social Work (BISW, BSW)
- Two (2) years' work experience in Child Welfare

CONDITIONS OF EMPLOYMENT

- Maintain a clear Drug and Alcohol Test
- Maintain a clear Criminal Check and a clear Vulnerable Sector Check
- Maintain a class 5 driver's license and a reliable vehicle
- Maintain Confidentiality – must sign an Oath of Confidentiality annually
- Preference given to Aboriginal Ancestry under E-96 of the Human Rights Code

WORKING CONDITIONS

- Office Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.
- Office Location: Big River First Nation, SK
- Working non-standard hours (on-call, holidays, evenings and weekends) is required
- Travel is required
- Emergency Duty Work will be required
- High stress workplace due to tight deadlines and heavy workloads
- Exposure to trauma informed content as it relates to Child Welfare

Please submit resume & cover letter to Tricia Whitefish, Human Resource Manager:

Mail to: PO Box 629 Debden, SK S0J 0S0

Email to: triciaw@mscfs.ca

Fax to: 306-724-1223

We would like to thank all candidates for applying, however only those who qualify will be notified for interviews

DEADLINE FOR APPLICATIONS: October 16, 2020