

Position:	Case Aide Worker	Hours:	35 hours/week Flexibility is required (Monday – Friday 8:30 a.m. – 4:30 p.m.)
File No.:	FACSFLA-2018-05	Number of Positions:	1
Employment Type:	Full-time Temporary (contract up to April 2019)	Location:	817 Division Street, Kingston ON
Date Posted:	February 1, 2018	Closing Date:	February 16, 2018

Position Summary:

This position is responsible for providing a support functions to case management staff with respect to children/youth and families receiving services from the Agency whether the family is birth/natural family, kin family, foster care family or adopting family. Case Aides provide a variety of services in support of case management duties assigned to a case worker such as; supervise visiting /drop off arrangements between children and families. Provides assistance to families involved with child welfare services and or child in care clients that are, supportive, educative, and empowering. The Case Aides undertake a variety of social service support responsibilities that are complementary to the role of the case worker.

Required Qualification:

- Minimum of Community College Diploma in Social Sciences program such as; Child & Youth Care, Behavioural Science, Social Service Worker
- Knowledge of Child and Family Services Act
- Sound knowledge of child development and adolescent behaviours
- Excellent engagement skills with both children and adults
- Effectively develop & implement strategies to assist in identified areas of risk or concern
- Excellent skills in providing services towards enhancing understanding and skill development for caregivers
- Excellent negotiation and crisis intervention skills
- Able to work independently and effectively as a member of a multi-disciplinary team
- Possess skills to effectively problem solve and work collaboratively with others
- Excellent verbal and written communication skills
- Excellent organization and time management skills
- Possess a valid driver's licence with access to a reliable vehicle
- Computer literacy
- Flexible hours of work are required such as working early mornings and/or evenings /weekends.

How to Apply:

- To apply, please email your resume and cover letter quoting the competition file number and title of position you wish to apply for, to: hr@facsfra.ca Interested and qualified applicants are invited to apply in writing by February 16, 2018
 - Please include the competition number and the title of the position in the subject line of the email.
 - Please submit cover letter and resume as single attachment.
 - When applying for multiple positions, please submit a separate application for each position following the above instructions.
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For further information and to learn more about Family and Children`s Services of Frontenac, Lennox and Addington, please visit our [website](#)

We would like to thank all applicants; however only those selected for an interview will be contacted.

The Agency will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodations during the interview process, please contact Human Resources at hr@facsfra.ca .

NOTE: We are a scent-free workplace.