



Metis Family Services

312-7485-130 Street
Surrey, BC V3W 1H8

Telephone: (604) 584-6621

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Job Title:	Supervised Access Worker (Full Time)		
Department:	Family Services Classification: JJEP Wage Grid 12		
Reports To:	Intake Team Leader		
Date Prepared:	August 2, 2019	Closing Date:	August 16, 2019

Job Summary:

The Supervised Access Worker supervises family visits and provides a safe, secure environment, physically and emotionally, for children in alternate care and maintains a court ready record of all supervised visits.

Reports to: Intake Team leader

Key Duties and Responsibilities:

- Coordinates and schedules supervised access visits in consultation with all participating parties
- Collaborates and consults with a team that may include Family Strengthening Worker, Social Worker and foster parents etc.
- Observes and objectively documents supervised access visits and interactions intervening as required. Ensures that the terms and conditions of the visit are followed
- Observes and monitors appearance, condition and behaviour of family members in order to maintain a safe and healthy visit. Reports any abnormalities to the Team Leader and the referring social worker
- Ensures the safety of visitation site for clients
- Maintains appropriate records and ensures that all necessary documentation is complete and correct
- Maintains strict confidentiality of information
- Provides transportation for children to attend visits with families and supervises the visits
- Performs other duties as required by Agency operational requirements.

Qualifications, Education, and Experience

Diploma in a related human / social service field or an equivalent in education, training and experience.

Job Skills and Abilities:

- i) good knowledge of Aboriginal/Metis issues
- ii) understanding of drug and alcohol issues and the impact on the families
- iii) excellent oral, written facilitation and interpersonal communication skills
- iv) demonstrated teamwork, leadership and supervisory skills
- v) good time and general management skills
- vi) ability to work effectively with program staff, volunteers, and non-profit or publicly funded groups, agencies and organizations
- vii) typing skills and use of computer are required.

Additional Information:

This position requires the ability to function independently frequently under pressure while managing multiple concurrent projects and deadlines including effectively managing emergency situations. Program delivery activities may require a moderate level of physical fitness to effectively carry out duties of the position.

OTHER REQUIREMENTS:

- Must have a Criminal Record Check completed by and satisfactory to Métis Family Services.
- Valid Class 5 Driver's License; Driver's Abstract and a reliable and safe vehicle.

Rate of pay: \$22.02 to \$25.65 per hour

Start date: As soon as possible

Please clearly state the position you are applying for and forward your resume & cover letter to the attention of Kay Rampersad by email to HR@metisfamilyservices.ca

This position requires union membership.

Metis Family Services thanks all applicants for their interest in this career opportunity; however, only those considered for the position will be contacted. No telephone inquiries please.