



Métis Family Services

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-----*La Societe de Les Enfants Michif*-----

Job Title:	Métis Connections Worker – Full Time Permanent		
Department	Family Services - Intake		
Classification	JJEP Wage Grid Level 12		
Reports to:	Intake Team Leader		
Date Prepared:	October 20, 2022	Closing Date:	Until Vacancy Filled

Job Summary:

The Métis Connections Worker provides support to the agency's delegated teams in facilitating access visits and supporting connections between children and their parents and family members. The worker supports families in accessing culturally focused activities and teachings during scheduled access arrangements to individual families or in group settings activities offered by the agency with the support of Métis Elders and knowledge keepers. The worker provides supports to parents and caregivers to strengthen children/youth cultural and family connections to meet their emotional and developmental needs in a safe, secure environment, physically and emotionally, for children in alternate care. In collaboration with team members, the worker plans, implements, and oversees the day-to-day activities of the program. Participates in program development, policies and procedure formulation and program evaluation and maintains a court ready record of all supervised visits.

Reports to: Intake Team leader

Key Duties and Responsibilities:

- Plans, coordinates, and schedules supervised access visits in consultation with all participating parties
- Oversees the day-to-day operation of the program by ensuring that visit/activities locations are in place, program guidelines and policies are followed, and agency practice standards are met.
- Ensures the safety of visitation site for clients.
- Observes and objectively documents supervised access visits and interactions, intervening as required. Ensures that the terms and conditions of visits 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.

- Provides transportation when required for children to attend visits with families and supervises the visits.
- Provides family and cultural connection activities and resources for parents and children during scheduled family visits.
- Supports program participants in accessing culturally focused activities and teachings offered by the agency as appropriate.
- Maintains appropriate records and statistics and ensures that all necessary documentation is complete and correct.
- Maintains strict confidentiality of information.
- Makes recommendations to the supervisor regarding program development, policy and procedure formulation and program evaluation.
- Liaises with community service providers and other professionals to coordinate service provision, facilitate referrals to the program and represents the agency or program in external events.
- Provide input to the supervisor in the preparation of program budget and monitors program expenditure.
- Performs other duties as required by Agency operational requirements.

Qualifications, Education, and Experience

- Diploma in a related human/social service field
- At least two years previous work experience is required.
- Specific program, legislation/policy, provincial and other government frameworks and systems, or professional knowledge may be required.

Job Skills and Abilities:

- A good knowledge of Indigenous/Métis issues
- An understanding of drug and alcohol issues and the impact on the families
- Excellent oral, written facilitation and interpersonal communication skills
- Good time and general management skills
- Ability to work effectively with program staff, volunteers, and non-profit or publicly funded groups, agencies and organizations
- 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.

Core Competencies:

Indigenous Cultural Competency, Results Driven, Teamwork and Co-operation skills, Service Orientation skills, Seeking and Using Feedback, Reflective Practice, Responsive Learning, Handling crisis.

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.
- Travel is a requirement, must be willing to travel regularly.

Rate of pay: JJEP Grid Level 12 - \$24.48 to \$28.52 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.