



Employment Opportunity

Family Meeting Programmer

LS-FAM-MTG-PRO-0918

PURPOSE: The Family Meeting Programmer (FMP) facilitates all family meeting processes within the Agency that result in, or are intended to result in, in a written, family led plan. The FCP will organize and facilitate meetings at various stages of Child Welfare processes that result in the development of: Safety or Prevention Plans, Traditional Decision Making Plans or Child Permanency Plans. This is a full-time permanent position.

RESPONSIBILITIES:

- Planning and facilitation of the full scope of Family Meeting types across the Agency delegated practice teams;
- Completing planning with Social Workers assigned to the case and ensuring that all relevant information concerning risk and safety concerns, permanency options, prevention activities is considered in a plan;
- Working with delegated teams and liaising with colleagues and other professionals related to the facilitation, organization and completion of Family Meetings;
- Meeting with families in their homes or at the office to identify meeting participants and to clarify confidentiality and potential safety issues;
- Ensuring that the family has an advocate or support person to attend the meetings, if requested;
- Ensuring that the views of the child and/or children are always heard by participation or pre-interview;
- Developing an analysis and plan of action around issues of resistance or reluctance to participate in Family Meetings;
- Establishing an atmosphere of safety and respect that supports the strengths and integrity of the family;
- Preparing template notes during pre-meeting interviews;
- Ensuring that complete and accurate recording of the Plans are detailed in the appropriate template and provided to the delegated worker or to the court after the meeting is held;
- Preparing and providing caseload statistics for supervision meetings on a monthly basis;
- Ensuring the ICM data system is accurately updated with the required information, dates/statistical information;
- Other duties as required.

EDUCATION AND EXPERIENCE: (please attach all supporting documents)

- BA in Social Work or BA Child and Youth Care; or BA in a related social services field;
- 3 years of delegated practice experience in a child welfare role (Resources, Guardianship or Child Protection);
- Experience working in a First Nations community and a willingness to learn about the Cowichan Tribes language, culture and traditions;
- Valid BC Class 5 Driver's License and reliable vehicle.

SKILLS, KNOWLEDGE, AND ABILITIES:

- Knowledge of the Child, Family and Community Service Act, Adoptions Act, Family Law Act, Youth Justice Act, MCFD policies (specifically Chapter 3 Protection Policy, Permanency Policy, Child and Youth in Care Standards and Resource Work Policies);
- Knowledge of Cowichan Tribes traditional decision making systems and knowledge of Cowichan Tribes kinship practices;
- Computer Skills for Microsoft, Outlook and the Internet.
- Familiarity with ICM and Best Practices;
- Excellent verbal, written and interpersonal skills with the ability to develop various working relationships
- Good knowledge of extended family practices within Aboriginal communities and an excellent understanding of family support systems;
- Must have a strong sense of ethics, trust and cultural safety including excellent and precise personal boundaries;
- Excellent facilitation, problem-solving/conflict resolution and emotional development skills;
- Ability to accept feedback constructively; work independently and as part of a complex team.

Interested applicants are invited to submit a current resume and a detailed cover letter clearly stating how you meet the qualifications listed in the job posting. Please reply to the undersigned, quoting the reference number and position title.

Attention: Reference No. LS FAM PRO 0918

Human Resources Department, Cowichan Tribes

Email: resume@cowichantribes.com

Website: <http://www.cowichantribes.com/employment>

Deadline: 4:00 p.m. Tuesday, September 18, 2018