



Mi'kmaw
Family & Children's Services
of Nova Scotia

Employment Opportunity

Title: Social Worker – Adoption
Status of Employment: Permanent
Reports to: Case Work Supervisor
Office Location: Dartmouth, NS

Position Summary:

The Adoption Program matches children to prospective families, actively and effectively placing children into permanent adoptive homes by supporting the child, birth parents, and adoptive families from the beginning to the end of the adoption process. This includes assessing, understanding, and adapting processes and services to each child, while ensuring overall safety and well-being of the child if there is an allegation of abuse and providing support and education to prospective adoptive parents. Also provide support to adoptive families post adoption as needed, including one-on-one crisis work and group work.

Key Responsibilities:

Responsibilities include, but are not limited to:

- Acts as an initial point of contact for current or potential foster or adoptive parents, expectant and current biological parents, and their families – providing advisory support, information, and ongoing services as it relates to the non-protection programs within the Agency
- Identifies, plans, develops, and implements curriculum, programs, information sessions, and evaluation strategies as it relates to the needs of children and families (adoptive, foster, or biological)
- Plans, organizes, and directs prevention groups or workshops that meet the needs of the community
- Plans and organizes spiritual or otherwise informative parent workshops and information sessions (i.e., prenatal yoga, financial readiness sessions, sacred medicines workshops, prayers, elders consulting sessions, etc.)
- Creates plans and assessments including but not limited to foster family assessments and ongoing evaluations, safety and permanency plans, foster and/or adoptive training and child development plans, and SAFE assessments
- Completes file preparation for court hearings, settlement, and legal case conferences
- Plans, develops, and monitors case files, ensuring appropriate documentation of all child-related information, including social, medical, cultural, racial, educational, linguistic, family background, and experiences of birth parent and child, educational files, and any rationale for discretionary funding or other special circumstances (as required).
- Completes annual comprehensive plans for care for each child on their caseload; this may include meeting with primary caregivers or foster parents, and regular monitoring of the plans.
- Participates in clinical evaluations for children in the care of the Agency
- Supervises and provides services to children in the care of the Agency
- Maintains records on the case management system
- Participates in Wik'manej Kikmanaq Circles
- Develops information sharing strategies through social media and other correspondence to enhance awareness of programs and services to expectant parents, biological parents, and potential or current foster and adoptive parents
- Work with birth families and adopted child to determine level of involvement with the child post-adoption
- Gathers and inputs information related to social, medical, cultural, racial, linguistic, family background, and the experiences of the birth parents and child, while assessing other individual needs of the child in an effort to find a family who can most effectively support the child during their growth and development
- Establishes and maintains co-operative relationships with community groups, agencies, and community members partakes in required services (such as safety and permanency plans)
- Provides direct and intensive services to families to strengthen their capacity to care for children
- Offers and promotes the support of the Allegation Support Social Worker (employed by the Federation of Foster Families for Nova Scotia) during times of protocol investigation
- Schedules programing, meetings, and information sessions, providing transformation or other support services to encourage participation
- Facilitate confidential discussions with (through the FCG) with an objective of developing a safe plan for the child(ren) within the community
- Participates in comprehensive planning for children who (may) require permanency by collaborating with the Protection Team, Foster Care Social Worker, and foster families, while seeking input from the child's birth family and the child (if appropriate)
- Prepares child for adoption, to exit care, or move into the disability support or PCCA program, paying attention to points of transition that a child may experience during reunification to family, adoption, moving out on their own, or entering post-care support

- Ensures adherence to specified expenditure amounts and approval processes for the provision of financial support, demonstrating professional judgement in discretionary spending to meet the needs of the child in care.
- Provides trauma-informed and culturally supportive intervention to families requiring support and information regarding the Adoption Records Act, and assesses potential eligibility for funding to support for youth with special needs (in accordance with the subsidized adoption policy requirements)
- Ensures adherence to the roles and requirements as outlined in the Protocol for Investigating Allocations of Child Abuse and Neglect in Foster care Homes and Adoption Probation Homes (CAIT)
- Investigates allegations of child abuse and neglect in foster homes and adoption probation homes
- Collaborates with community services and agencies (as required) to implement safety and permanency plans
- Completes after-hours emergency duty on a rotational basis

Qualifications:

- A completed Bachelor of Social Work (BSW) or Master of Social Work (MSW) from an accredited institution
- Registered with (or eligible for) the Nova Scotia College of Social Workers (NSCSW)
- Knowledge of the Children and Family Service Act is a definite asset
- Experience working in First Nations Child Welfare, considered an asset
- Strong time management skills as the position requires attention to structured timelines
- Knowledge of customs and traditions of the Mi'kmaw communities of Nova Scotia
- Understanding of the effects of multigenerational trauma including mental health, addictions, domestic violence, child abuse and neglect, and other
- Ability to effectively assess risk and mitigate issues based on information gathered during the SAFE process
- Demonstrated ability to work collaboratively as a non-judgmental partner with parents and children
- Ability to understand sensitivity and barriers related to diversity when formulating goals and service delivery
- Understanding of the fundamental concepts of culture, including various perceptions, behaviors, and values
- Demonstrated skills in investigation and therapeutic intervention with children and families
- Actively working towards requirements of Representative Status
- Understanding and respect for diversity, inclusion, and Mi'kmaw history and culture
- Effective collaboration and relationship building skills
- Excellent oral and written communication skills
- Must be willing to work in an environment where Mi'kmaw is the first language; ability to speak and understand Mi'kmaw language is considered an asset
- Ability to work effectively both in a team and individually
- Strong time-management skills and ability to meet structured timelines
- Ability to maintain a high-level of confidentiality and exercise sound judgment
- Valid driver's license, access to a reliable vehicle, and willingness to travel
- Willingness to enhance knowledge and understanding through additional training and workshops

Classification Range : PR 9(1) – PR 15(6)

Salary range : \$ 56,236.96 - \$ 87,052.16

Commensurate with experience and qualifications

Benefits:

- Successful candidates may be eligible, for a wide range of benefits such as our comprehensive health and dental benefits and defined contribution pension plan.
- Three (3) weeks' vacation to start
- Paid time off for Christmas office closure
- Employee and Family Assistance Program
- Reimbursement of registration fees to Professional Associations
- Long Term Disability

Deadline for applications: Wednesday, January 31, 2024

Submit Cover Letter, Resume and two Professional References to:

Holly MacDonald, Director of Human Resources

Email: holly.macdonald@novascotia.ca

Interviews may take place during the posting period.

Mi'kmaw Family and Children's Services of NS hires based on merit and is committed to employment equity. We encourage all qualified persons to apply; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference policy of the Canadian Human Rights Commission.

We thank all applicants for their interest, however, only those selected for an interview will be contacted. Mi'kmaw Family and Children's Services of NS reserves the right to refuse all applications for employment at any time during the hiring process.