



Hay River Health & Social Services Authority | Administration des services de
santé et des services sociaux de Hay River
37911 MacKenzie Highway | 37911, route MacKenzie
Hay River, NT X0E 0R6

Foster Care Coordinator, Social Services

Salary: Range 15, \$91,494 to \$109,258 per year (*\$46.92 to \$56.03/hour*)

Status: Full-time, Indeterminate

Competition #: 060-23

Closing Date: Open until suitable candidate found

In accordance with the Northwest Territories Social Worker Profession Act, the Government of the NWT Child and Family Services Act, the Child and Family Services Standards and Procedures manual and the practices of the Hay River Health Authority,

as part of the primary community care team, the Coordinator, Foster Care, Adult Services and Adoption oversees the Foster Care Program, support and coordination services to adult clients requiring specialized placement and the adoption program for the Hay River, Enterprise and Katlodeeche First Nation. Coordinator, Foster Care, Adult Services and Adoption is also responsible for providing community based Social Service Programs including: Child Protection, Social Services, and Elderly and Handicapped Services, all three programs focus, guide and support communities, families, children and individuals through a healing process and the development of positive, healthy life skills.

Qualifications:

- Specialized professional knowledge in the behavioral sciences is essential to perform the specialized professional functions of this position.
- Ability to administer, manage and provide leadership with excellent interpersonal communication skills (both written and verbal), and the ability to work co-operatively as a team member
- Must have excellent organizational behavior, analytical, facilitation and presentation skills
- Must have good knowledge of investigation skills
- Must have a working knowledge of total quality management or continuous quality improvement processes.
- Must be computer literate; Outlook, word document, excel and SharePoint
- Knowledge and understanding of human personality, attitude formation and change and how to design and facilitate a change process;
- Thorough knowledge of the administrative philosophies, policies and practices of organizational systems and larger social systems
- Excellent written and oral communication skills including listening, observing, identifying and reporting
- Knowledge of Child and Family Services Act, Child and Family Services Standards and Procedures Manual, Adoption Standards, Young Offenders Act, Adoption Act and their Regulations
- Knowledge of Social Work standards of practice, ethics and policies
- Knowledge and ability to implement social work theories, practices and procedures
- Must have a Valid Class 5 Driver's License

A Degree or Diploma Social Work plus 2 years of experience in Social Services case management, program development and delivery;

- Must be able to obtain registry under the Northwest Territories Social Worker Professionals Act
- Must be able to obtain NWT Child Protection Appointment
- Must be able to obtain NWT Adoption Worker Appointment
- Must be able to produce a Satisfactory Departmental check with the Child and Family Services Information System

In addition to an attractive salary, we offer a Northern Allowance of \$2.42 per hour up to \$4,711 per year. All job offers are subject to references, a satisfactory Criminal Records Check (including vulnerable sector search) and an Employee Health Risk Assessment. Only those candidates selected for an interview will be contacted.

For full job description, including required knowledge, skills & abilities, please see job posting/job description on our website at www.hayriverhealth.ca under the 'Careers' section.

How to apply:

Applicants should send their resume via email to hrhssa_competitions@gov.nt.ca or via Fax to (867) 874-8345