



Box 326, Morson, ON POW 1J0 Phone: 807-488-5536 • Fax: 807-488-5577 • Toll Free: 1-888-238-0102

CASE AIDE

The Case Aide is a full-time program support position. The Case Aide will provide assistance to the front-line workers of the CCP team responsible for the case management services to children in care and families for which they service.

QUALIFICATIONS:

- College diploma or high school diploma with 2 years direct related experience
- Basic knowledge of the child, youth and family service acts, and supporting regulations
- Sound knowledge of customary care and the philosophy of service delivery, the community and family structure as well as the First Nation customs and traditions
- Working knowledge of the administration structure and operations of Anishinaabeg of Naongashiing including the service delivery model, policies, procedures and guidelines
- Strong commitment to provide support services in the Anishinaabe context of extended family and community involvement
- Commitment to ensure the highest level of confidentiality at all times
- Ability to establish and maintain purposeful relationships with staff, management, children and their families and caregivers
- Ability to take directions and work within the philosophy, policies, procedures and guidelines
- Experience working with high risk children and children with special needs
- General knowledge of children development needs
- Excellent interpersonal skills and enjoy being with children and families
- Good oral and written communication skills and to prepare detailed case notes
- Current first aid and CPR certificates
- Ability to flex daily work hours as determined by the supervisor
- Must possess a valid class "G" Ontario driver license and be willing to travel
- Must provide a clean criminal /vulnerable sector check and provide a driver abstract

OTHER DUTIES:

- Performs other duties as assigned by the CCP Supervisor

SUBMIT APPLICATION TO:

Charity White, CCP Supervisor
Anishinaabeg of Naongashiing
Community Care Program
Box 326, MORSON ON P0W 1J0
Email: ccpsupervisor@naongashiing.ca

Application must include:

- Resume and cover letter
- 2 references with permission to contact (*1 to be current / past employer*)

DEADLINE: FRIDAY, JULY 31, 2020