



Dnaagdawenmag Binnoojiiyag

Child & Family Services

517 Hiawatha Line
Hiawatha First Nation, ON
K9J 0E6

Employment Opportunity

Service Coordinator – Full Time (1 year Contract) - Western Region

Purpose of the Position:

The Service Planning Coordinator is a community-based role designed to ensure service integration and provide a range of ongoing supports to children, youth and their families with multiple and/or complex special needs who require cross sectoral. The Service Planning Coordinator will lead integrated service planning for families of children and youth with multiple and/or complex special needs by working with providers from multiple sectors in individual child, youth and family teams. Additionally, the Service Planning Coordinator will provide supports to the families in the Single Plan of Care Process, including but not limited to case management and emotional support. In order to be effective in this role designed to support the achievement of maximum outcomes for children, youth and families, the Service Planning Coordinator will be highly skilled and knowledgeable with broad based extensive experience with families, systems and service providers.

Responsibilities:

- Develop leadership and support around the use of the Single Plan of Care (SPOC) Process, an inter-agency, inter-professional and cross-sectoral team approach to the development and monitoring of a comprehensive integrated single plan of care based on the family vision and priorities that addresses the service needs of the child/youth
- Facilitate the active participation of the family and/or the youth themselves in the integrated service planning, including developing the family vision and setting of goals that are specific, measurable, achievable, realistic, and time bound (SMART)
- Facilitate the coming together of relevant providers from appropriate sectors, to develop and maintain a single integrated service plan for the child/youth and their family
- Provide required supports including case management to children, youth and families while undergoing the planning process with the broader child and family team including facilitating access for the child, youth and family to relevant services in their service delivery area including respite and funding
- Be knowledgeable in Children's Services and available to discuss the family's concerns, if applicable, regarding their service plan Maintain a current comprehensive knowledge base of the system and resources across sectors to assist in system navigation and source appropriate services for the child, youth or family
- Facilitate working relationships with providers in relevant sectors, in order to enable their regular contribution into integrated service planning and obtain and share relevant information regarding services for the child/youth

Preferred Requirements

Education and Experience:

- University Degree or related post-secondary education in an area that is aligned with Human and Health Services;

Work Prerequisites:

- Understanding of various cultures and cultural communities such as Francophone, First Nations, Métis and Inuit (FNMI) communities;
- Ability to understand and work with various other communities appreciating cultural differences and diversity
- Extensive knowledge of the broader service system for children and families, including flexible funding resources
- Ability to work as a team using a solution focused approach with families and other team members while always working to move the team towards the achievement of the family's goals, and creating a culture of collaboration
- Ability to facilitate the development of integrated functional team goals that are specific, measurable, achievable, realistic and time based.

Ability Requirements

The successful applicant will show the ability to:

- Appropriate independence using strong judgement skills to access supervision as required
- Strong organizational skills with respect to time and ability to prioritize workload and work tasks
- Thorough understanding of privacy and the obligation to maintain confidentiality as set out in legislation and DBCFS'S policies and procedures
- The ability to effectively support families who may be experiencing significant emotional distress

Starting Salary: \$26.00 per hour.

Closing Date: August 15, 2018

Incomplete applications will not be considered.

Only those selected will be contacted for an interview.

Please send:

- Application for Employment (available at www.binnoojiiyag.ca), Please indicate preferred location in your application
- Cover letter and Resume (include 3 work related references)

Cheryl Benstead, Recruiting and Training Coordinator

Dnaagdawenmag Binnoojiiyag Child & Family Services, 517 Hiawatha Line,
Hiawatha First Nation, ON K9J 0E6

Fax: 705-295-7137

Email: careers@binnoojiiyag.ca

Notes:

1. Persons of Aboriginal ancestry and members of DBCFS First Nations are encouraged to apply.
2. For a full job description and any questions please email: careers@binnoojiiyag.ca