



Yellow Thunderbird Lodge

Yorkton Tribal Council Child and Family Services Inc

21 Bradbrooke Ave – Yorkton, Saskatchewan – S3N 3R1

Phone: (306) 782-8838 – Fax: (306) 782-7780

EMPLOYMENT OPPORTUNITY

Intake Investigation Worker

2 vacant positions

The Yellow Thunderbird Lodge-Yorkton Tribal Council Child and Family Services (YTL-YTCCFS) Inc. is seeking two (2) Emergency Intake Investigation Workers.

POSITION SUMMARY:

Under the direction of the Intake Manager, the Intake Worker is responsible to immediately respond to all allegations of the maltreatment of children. This position collaborates with the Program Managers, the Integrated Family Service Workers and the Resource Workers on an investigative plan and will report and coordinate an investigative approach with the proper authorities. The Intake Worker will ensure the protection and safety of the child(ren) by observing interviews conducted by police and through appropriately ascertaining the facts will apprehend and place the child(ren) in a place of safety. This position may at times perform intake processes and accurately records documentation requirements according to YTL-YTCCFS Inc. policies, procedures and protocols as well as the Provincial Child Abuse Protocol. Other duties may include and are not limited to preparing court documents and attending court proceedings pertaining to children in care from YTL-YTCCFS Inc. member First Nations.

Qualifications:

The successful candidate **must** have a BSW (BISW) AND two (2) to five (5) years direct child protection services experience; OR a University undergraduate degree in a directly related discipline AND two (2) to five (5) years direct child protection services.

Other qualifications include:

- Knowledge of the *FSIN Indian Child and Family Support Act* and *Saskatchewan Child Welfare Act*.
- Knowledge of the Cree, Nakota and Saulteaux Culture and the political and social objectives of the YTCCFS Inc. member First Nations.
- Significant experience in court processes and procedures regarding child abuse and children in care.
- Ability to interpret and apply provincial and federal legislation regarding child abuse.
- Ability to analyze, assess, recognize and monitor behavioural and physical indicators of abuses.
- Must have in-depth ability to prepare and present court documents.
- Demonstrated ability in verbal and written communication.
- Ability to utilize computer hardware and software programs.
- Must have ability to prioritize tasks to meet changing demands, priorities and workload commitments.
- Ability to use a collaborative approach with professionals and individuals involved in the protection and planning for the child(ren).
- Must provide a current criminal record check and submit to Abuse Registry screening.
- Must sign an Oath of Confidentiality.
- Must provide a clean driver's abstract and have access to a reliable vehicle.
- Able to work some evenings and weekends.
- Preference will be given to Aboriginal applicants. Applicants must self-identify upon application.

Salary range for this position is \$56,000.00 - \$71,000.00 annually.

Successful candidates are required to provide a Current Criminal Record Check & Vulnerability Sector, a Prohibited Drug Screen, Drivers Abstract and Proof of Education prior to signing a letter of offer.

PLEASE SUBMIT RESUMES WITH THREE (3) WRITTEN REFERENCES TO:

Tracy Sparvier – Human Resource Department

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Telephone: (306) 782-8838 Fax: (306) 782-7780

Email: recruitment@ytccfs.com

DEADLINE: May 13, 2021 @ 4:30 P.M.