



## **POSITION TITLE: Intake Caseworker**

## **TERM: Full Time Position, Permanent**

## **SUPERVISOR: Intake Team Leader**

Secwepemc Child and Family Services Agency (SCFSA) is a progressive and culturally focused agency supporting family safety that endeavors to provide outstanding practice to First Nations families residing in the communities of the seven-member bands; Adams Lake, Bonaparte, Neskonlith, Skeetchestn, Tk'emlúps te Secwépemc, Simpcw, and Whispering Pines/Clinton and who reside in Kamloops.

Striving to provide exceptional family healing services through prevention-based practice, SCFSA incorporates a Signs of Safety® framework as an innovative, strengths-based, and safety-organized approach to child protection casework.



---

### **Job Description:**

SCFSA believes that community connection and culturally appropriate family centered delivery of services is paramount to creating and enhancing a healing culture for our communities.

*Successful applicants will be responsible for, but not limited to, providing services in the following functional areas:*

- Ensuring the safety and wellbeing of children while helping to preserve the family unit, providing preventative support, and maintenance programs to preserve families where possible;
- Being responsible for the care, safety, and wellbeing of children in continuing care from age 0 to 18 while developing and supervising care plans that ensure these goals are met;
- Delivering quality support services that are focused on the best interests and needs of Aboriginal youth in the Secwepemc Territory while safeguarding youth's well-being, developing safe environments for their growth and development, providing opportunities for youth to reach their full potential, and assisting youth in securing the supports they need to facilitate a healthy, successful transition into young adulthood;
- Assessing, recruiting, and assisting Foster parents to promote and maintain quality care in family settings while assessing potential Foster homes, and providing support and resources to Foster families;
- Serving communities with an inclusive and respectful practice.

---

#### **Main Office:**

153 Kootenay Way, Kamloops, BC V2H 0E6  
Ph: 250-314-9669 Fax: 250-314-9609

#### **Youth Office:**

348 A Tranquille Rd., Kamloops, BC V2B 3G6  
Ph: 250-314-9669 Fax: 250-314-9609



## Qualifications:

### **Education and Experience:**

- Bachelor's Degree in social work or degree in a related field with several years of progressive social work caseload experience involving First Nation families;
- C-6 Delegation required or eligible for full delegation (May be required to attend delegation training.);
- Minimum one-year social work experience or one-year experience with First Nations families, youth, and children. Demonstrates knowledge and understanding of current issues in Indigenous rural and urban living conditions;

### **Skills and Abilities:**

- Knowledge of Secwepemc governance, culture, language and traditions are an asset;
- Ability to interpret and apply Provincial legislation, Agency policy and practice standards with confidence and professionalism;
- Proven ability to work independently, while establishing and maintaining effective working relationships while using integrated case management techniques and the ability to prioritize and switch gears when called for;
- Critical thinker that is creative and resourceful with families in during difficult times;
- Displays empathy and caring and works alongside families to achieve their goals;
- Knowledge of all areas of child development, and the origin and effects of child abuse and neglect in the First Nations community;
- Knowledge of Signs of Safety or Solution Focused Brief Therapy Techniques will be considered an asset;
- Good facilitation skills and ability to effectively use standard computer applications;

*The requirements listed above are provided as examples of areas of responsibility and are not intended to create limits to responsibility but to help understand the scope of these positions.*

## Working Conditions

- Travel in this position is required (To: clients residences, court, communities, foster care homes, and other locations as necessary);
- This work involves families in personal crisis which may require you to lift children and to de-escalate emotional people;
- A self-care plan will be a must;
- Regular supervision and consultation is required;
- Hours of work are nonstandard and connected to services and community needs.

## Conditions of Employment

- Must be able to obtain and maintain a Criminal Record Check;
- Must be able to obtain and maintain a valid BC Driver's Licence class 5 with no restrictions;
- Must provide a vehicle in good operating condition and appropriate insurance to meet program requirements;

### **Main Office:**

153 Kootenay Way, Kamloops, BC V2H 0E6  
Ph: 250-314-9669 Fax: 250-314-9609

### **Youth Office:**

348 A Tranquille Rd., Kamloops, BC V2B 3G6  
Ph: 250-314-9669 Fax: 250-314-9609



## Directly Supervises

- None

## Pay Grade

- Starting wage \$33.2169\* per hour.

\*This wage is on a progressive training grid.

An eligibility list may be created

## **SUBMIT COVER LETTER AND RESUME**

**By August 9<sup>th</sup>, 2024 @ 12:00pm**

**Human Resources Department  
hr@secwepemcfamilies.org  
153 Kootenay Way, Kamloops, BC V2H 0E6**

**Note: only screened in applicants will be contacted. As per Section 41(1) of the BC Human Rights Code, preference may be given to qualified applicants of First Nations ancestry. Preference may also be given to applicants who can demonstrate knowledge**

---

### **Main Office:**

153 Kootenay Way, Kamloops, BC V2H 0E6  
Ph: 250-314-9669 Fax: 250-314-9609

### **Youth Office:**

348 A Tranquille Rd., Kamloops, BC V2B 3G6  
Ph: 250-314-9669 Fax: 250-314-9609