

Position Title: **Community Social Worker**

Program/Service: Community Development, Gilbert Park Going Places

Labour Class:

Union: **MAHCP**

Date: 2023

Education/Training Required:

1. Bachelor's Degree in social work required.
2. Current Practicing registration with the Manitoba College of Social Workers as RSW.

Position Summary:

- A. Counselling and Support to Children, Youth and Families
- B. Program Development, Promotion and Delivery
- C. Community Networking and Partnership
- D. Quality Improvement and Patient Safety
- E. Integration, Collaboration & Teamwork

Responsibilities:

- A. Counselling and Support to Children, Youth and Families
 - a. Obtains psychosocial and health history / performs intake as appropriate out of designated community locations i.e., Gilbert Park Resource Centre, GPGP as assigned.

- b. Provides assessment (where applicable), as well as referral to both internal and external service providers.
- c. Provides Counselling, Advocacy and Referrals.
- d. Collaborates effectively with clients, families/caregivers, providers and community agencies as needed per PHIA and The Protecting Children Information Sharing Act.
- e. Ensures timely and accurate documentation of client encounters using EMR per documentation standards.
- f. Ensures prompt follow-up of documents and tasks in the EMR to ensure continuity and safety of care.

B. Program Development, Promotion and Delivery

- a. Collaborates with program team and coordinator on development and delivery of innovative therapeutic counseling and community programming based on child/youth and family needs.
- b. Delivers therapeutic and skill development programming to children, youth and families including facilitation of groups and mentorship / leadership initiatives.
- c. Promotes designated programs and social work services at community events, schools, and online social media channels.
- d. Supports leadership initiatives and advisory committees as required.
- e. Attends related program planning and evaluation team meetings and adheres to appropriate data collection and reporting practices.

C. Community Networking and Partnerships

- a. Actively seeks out and maintains interagency and community resources and partnerships to support children, youth and families.
- b. Assist community members in developing responses to identified community issues.
- c. Participates on related interagency committees and community health initiatives as assigned.

- d. Promotes designated programs and social work services to community partners and related agencies.
- e. Act as a resource to NorWest programs and the community including coordinating strategies for selected community issues.

D. Quality Improvement and Patient Safety

- a. Ensure client/customer centered approach to care.
- b. Participate in QI and Patient Safety initiatives.
- c. Ensure ethical conduct and practice in daily work.
- d. Ensure accurate and timely data/statistical collection and reporting.
- e. Ensure confidentiality of all client information per PHIA and PCAct.
- f. Ensure confidentiality and privacy of Staff, Volunteers and Board members per PIPEDA.
- g. Ensure use of evidence-based practice in daily work.
- h. Use respectful communication and approach with clients and staff.
- i. Actively participate in program development and evaluation as required.
- j. Responsible to prepare for and engage in supervision and participates in debriefing as required.

E. Integration, Collaboration & Teamwork

- a. Ensure daily collaborative approach and teamwork.
- b. Actively participate on designated team meetings.
- c. Actively participate on designated internal committees and projects.
- d. Support student development and mentorship as required.
- e. Communicates/shares relevant information with team members in a timely and appropriate manner.

Experience Required:

- A. Experience in counselling youth and families with complex issues – addictions, grief and loss, mental health, bullying, relationship etc.
- B. Experience in counselling children an asset (GPGP required).
- C. Experience working in community development and community outreach.
- D. Experience working with diverse cultures and economic backgrounds, multi-barrier individuals with complex needs.
- E. Experience in group facilitation and program delivery.

- F. Knowledge of Motivational Interviewing strategies and CBT and DBT an asset.

Personal Qualifications/Characteristics Required:

- A. Strong counselling and communication skills.
- B. Strong problem-solving skills and ability to use own initiative when necessary.
- C. Knowledge of community resources and community development principles and practices.
- D. Empathetic, non-judgmental approach.
- E. Keeps all organizational/business information confidential.
- F. Actively seeks out learning opportunities.
- G. Accountability to individual, team, and organizational workload/deadlines.
- H. Up to date knowledge of Mission, Vision, Values, Strategic Priorities and Team Objectives.

- I. Up to date IT / social media use and knowledge of MS Office; EMR experience an asset.
- J. Valid Driver's License and Access to a Vehicle.
- K. Subject to Police Records Check (including vulnerable persons).

Licenses/Registrations:

Registration with the Manitoba College of Social Workers (RSW).

Approval:

A handwritten signature in black ink, appearing to read "Nancy Hennel".

Executive Director

November 2023

Date