

Position Title: **Indigenous Social Worker**

Program/Service: Community Development

Labour Class:

Union: MAHCP

Date: 2023 – updated from January 2019

**Education/Training Required:**

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

**Position Summary:**

- A. Counselling and Support to Youth and Adults
- B. Program Development and Promotion
- C. Community and Interagency networking
- D. Quality Improvement and Patient Safety
- E. Integration, Collaboration & Teamwork

**Responsibilities:**

- A. Counselling and Support to Youth and Adults
  - a. Provides counselling and support services to the First Nations community (youth and adults) in the Inkster area, but not exclusive to, regarding addictions, health, domestic violence,

underemployment and other issues affecting the well-being of community members.

- b. Obtains psychosocial and health history / performs intake as appropriate out of designated community locations i.e., Gilbert Park Resource Centre, office, home visits.
- c. Provides assessment (where applicable), as well as referral to both internal and external service providers.
- d. Provides advocacy and support to individual clients for those requesting assistance in such areas as housing, education, employment and income assistance, addictions, child welfare, legal matters, etc.,
- e. Collaborates effectively with clients, families/caregivers, providers and community agencies as needed per PHIA and The Protecting Children Information Sharing Act.
- f. Ensures timely and accurate documentation of client encounters and document/task management using EMR per documentation standards to ensure continuity of client care and safety.

B. Program Development, Promotion and Delivery.

- a. Takes a lead role in the development of culturally appropriate resources and educational material for health care providers, clients and community.
- b. Collaborates with program team and the community in the development and delivery of culturally appropriate programming out of designated community locations including Resource Centre in the areas of:
  - Food security, health and lifestyle changes
  - Addictions, grief and mental health
  - Housing, education, employment, parenting etc.
- c. Delivers therapeutic and educational programming to children, youth and families including group facilitation, presentations, sharing circles etc.

- d. Promotes designated programs and social work services at community events, schools, and online social media channels.
- e. Supports community development initiatives and advisory committees as required.
- f. Collects information from the First Nations community regarding health concerns barriers and perceived gaps in service, which will also assist in evaluation the Indigenous Program (i.e., needs assessment, surveys).
- g. Attends related program planning and evaluation team meetings to determine and develop as needed data collection and evaluation tools (Surveys, culturally appropriate screening tools).
- h. Responsible for the ongoing monitoring and data collection as required to meet funding requirements and standards of care i.e., financial statements, yearly reports, statistics.

#### C. Community and Interagency networking

- a. Actively seeks out and maintains interagency and community resources and partnerships to support children, youth and families.
- b. Assists community members in developing responses to identified community issues.
- c. Supports members of the First Nation community in developing their own strategies and approaches to issues which affect their health status.
- d. Participates on related interagency committees and community health initiatives.
- e. Promotes designated programs and social work services to community partners and related agencies.
- f. 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
- 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. Minimum one-year experience working in community development and community outreach.
- B. Demonstrated experience in counselling youth, adults and families with complex issues – addictions, grief and loss, mental health, bullying, relationship etc.
- C. Demonstrated experience working with First Nation populations and knowledge of culturally appropriate resources.
- D. Experience working with diverse cultures and economic backgrounds, multi-barrier individuals with complex needs with mental health and addictions an asset.
- E. Experience in group facilitation and program delivery.

**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:



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**Executive Director**

November 2023

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Date