

## **POSITION DESCRIPTION**

<u><b>POSITION TITLE:</b></u> SOCIAL WORKER I - BSW	<u><b>JOB CODE:</b></u> 30004652
<u><b>COST CENTRE NAME:</b></u> Social Work	<u><b>COST CENTRE #:</b></u> 10500292
<u><b>SUPERVISOR'S TITLE:</b></u> Manager, Social Work	<u><b>DATE OF DESCRIPTION:</b></u> January 1979
<u><b>PORTFOLIO/PROGRAM:</b></u> Emergency/Patient Flow & Transition Support/Hospital Supervisors/Social Work	<u><b>CURRENT REVISION DATE:</b></u> February 14, 2014
<u><b>BARGAINING UNIT:</b></u> MAHCP - Technical/Professional Paramedical Unit	Old LCC F190; CC 6910

### **POSITION SUMMARY**

Under the direction of the MANAGER, SOCIAL WORK, and while demonstrating a commitment to the Mission, Values and Management Philosophy of St. Boniface General Hospital, the SOCIAL WORKER I is responsible for providing professional, skilled psychosocial assessment and intervention to individuals, families and groups; interviewing assessing and providing basic counselling for patients and family members; participating as part of the health care team, and interpreting social, psychological, emotional and family problems to the health care team; contacting community resources and other appropriate sources in order to mobilize services on behalf of patients; participating in departmental studies, projects and in-services; and performing other related duties as required.

### **REPORTING RELATIONSHIPS**

There are no employees reporting to the Social Worker I – BSW.

### **DUTIES & RESPONSIBILITIES**

1. Interviews patients and family members to obtain information and form assessments regarding social, economic and emotional factors pertinent to total patient care
2. Provides direction and leadership in Discharge Planning and transition to the next level of care for patients and their families.
3. Provides counselling and other services to patients, families and relatives pertinent to enhancing and sustaining their social functioning.
4. Interprets social and family information to other patient care team members.
5. Coordinates conferences on behalf of patients, as a member of the health care team.
6. Participates in the planning and implementation of Social Work services throughout the Hospital.
7. Assists patients and families to understand and to mobilize personal and available resources in their environment, to assist them in order to cope with the implications of ill health and hospitalization.

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8. Contacts community resources and other appropriate sources, in order to mobilize pertinent services in the patient's environment on his/her behalf.
  9. Makes referrals, provides advocacy and secures resources that are appropriate to meet client needs.
  10. Develops and maintains good working relationships with medical staff, other hospital staff, community agencies etc., and assists in the development of new resources to meet the patient's need.
  11. Participates and assists in departmental studies and projects as assigned.
  12. Attends and actively participates in staff and departmental meetings.
  13. Performs basic administrative tasks as related to their jobs such as time planning, recording reports, workload measurement and other routines, as required by the Social Work Department.
  14. Maintains confidentiality of all information and adheres to the Code of Ethics as defined by the C.A.S.W. and the Department.
  15. Adheres to all safety and health policies, regulations and safe work practices.
  16. Performs other related duties as required.
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### **WORKING RELATIONSHIPS**

Physicians, Nursing staff, other Health Care Professionals, other Hospital personnel, external agencies and organizations, and patients and their families.

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### **QUALIFICATIONS**

#### **EDUCATION:**

- Bachelor's Degree from an accredited school of Social Work.

#### **SPECIAL TRAINING/SKILLS:**

- Must be registered with Manitoba Institute of Registered Social Workers (MIRSW)

#### **EXPERIENCE:**

- Will depend on particular job assignment.

#### **OTHER ATTRIBUTES:**

- Strong interpersonal skills.
- Well-developed verbal and written communication skills.
- Ability to maintain confidentiality.
- Ability to interact well with other health care professionals.
- Well-developed team skills.

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Departmental Manager (Please print)

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Date

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Departmental Manager (Signature)

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Human Resources (Signature)