



## DOCFS EMPLOYMENT OPPORTUNITY

### **FAMILY SUPPORT WORKER** **Portage Urban Services Office** **Term Position**

Dakota Ojibway Child & Family Services requires a Family Support Worker (Term Position) for the Portage Urban Services Office. The family support worker will provide assistance / support to families in need through training in home-making and child care, and monitoring family progress. Transportation to visits, supervises visits, participates in recreational/cultural activities for the children in care. The family support worker is responsible to the Supervisor

Applicants must meet the following criteria:

- Knowledge and/or experience in Child and Family Services
- Excellent communication and interpersonal skills are required
- Must have computer skills, with the ability to provide reports
- Valid driver's license, access to a vehicle and willing to travel
- Good time management and organizational skills
- Excellent work record/history
- Demonstrated knowledge and respect for the Dakota and Ojibway culture and traditional philosophy
- Ability to speak Dakota and/or Ojibway a definite asset

Salary commensurate with education and experience. All applicants must submit with their application a current Criminal Record Check (with Vulnerable Section Query), Prior Contact Check, and Child Abuse Registry Check. Interested parties should apply in writing including three written references to:

**Dakota Ojibway Child & Family Services Inc.**  
**Forest Hills Administration Office**  
**Swan Lake First Nation**  
**Box 310 Carberry, MB R0K 0H0**  
**Attention: Human Resource Coordinator**  
**Phone: 204-834-2323 Fax: 204-834-2306**  
**Email: [hr@docfs.org](mailto:hr@docfs.org)**  
**APPLICATION DEADLINE: November 30, 2018 (4:30 PM)**

We thank all who apply, however, only those selected for an interview will be contacted. Preference will be given to Indigenous people and applicants are asked to self-declare in their resume or cover letter.