**DOCFS EMPLOYMENT OPPORTUNITY**



# FAMILY SUPPORT WORKER

**Swan Lake Community Office**

Dakota Ojibway Child & Family Services requires a Family Support Worker for the Swan Lake Community 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 5, 2020 (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.*