



Ditidaht First Nation

Physical Address:
Balaats’adt Village
Nitinaht Lake, British Columbia

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Family Care and Community Support Worker Job Posting

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|-------------|--|---------------|---|
| Job Title: | Family Care and Community Support Worker | Job Category: | Permanent Full-Time |
| Department: | Community Services | Rate of Pay: | \$23 to \$ 33/ hour depending on qualifications |
| Location: | Balaats’adt Village, Nitinaht Lake | Posting Date: | November 25, 2024 |
| Reports To: | Community Services Manager | Closing Date: | Posted until filled. |

Organization Overview

Ditidaht First Nation is a vibrant and culturally rich community located at the north end of Nitinat Lake on Vancouver Island, British Columbia. Our main community, Balaats’adt Village, serves as the administrative center and gateway to the world-renowned West Coast Trail. Committed to preserving our heritage, promoting the Ditidaht language, and fostering growth and development, we aim to provide exceptional services and support to our community and members while embracing the natural beauty that surrounds us.

Position Overview

We are seeking two dedicated and compassionate Family Care and Community Support Workers to build and strengthen relationships with members, families, and service providers through program development and direct service delivery. Reporting to the Director of Health and Community Services, the Family Care and Community Support Worker will play a crucial role in identifying and providing support to individuals and families, coordinating resources, and promoting programs that enhance family well-being and community resilience within the Ditidaht First Nation community.

Key Responsibilities

- **Client and Family Support**
 - Assist individuals and families who need help by providing direct support, guidance, and advocacy.
 - Assess clients’ needs, situations, strengths, and support networks to determine their goals and develop individualized support plans.

- Help clients adjust to changes and challenges in their lives, including family dynamics, parenting, and personal development.
- Research and refer clients to appropriate community resources, government agencies, and support services.
- Help clients apply for and receive benefits and services they are entitled to.
- Follow up with clients to ensure their situations have improved and their goals are being met.
- Provide crisis intervention and support during emergencies or critical situations.
- Guide clients in life skills training (e.g., communication, social skills, problem-solving, conflict resolution, assertiveness, self-management).
- Support communications and follow-up for families connected to Usma and MCFD
- **Program Development and Facilitation**
 - Engage in program planning and coordination within the Community Services Department.
 - Develop and implement programs that support family engagement, resilience, self-esteem, and cultural connection in the community.
 - Facilitate workshops and activities for families, elders, youth, and children on topics such as parenting skills, life skills, cultural practices, and wellness.
 - Assist in the development and delivery of recreational, cultural, and community events.
 - Co-lead support groups and after-school programs to enhance community involvement.
- **Relationship Building and Collaboration**
 - Build and nurture strong relationships with clients, families, staff, and community service providers.
 - Foster collaboration between staff supports when wraparound services are in the best interests of the client and community.
 - Liaise with external organizations to respond to and share information, ensuring follow-up on emergent issues affecting families.
 - Maintain open communication with families to keep lines of communication from community services to home open.
- **Administrative Duties**
 - Maintain accurate client files and ensure all required forms are completed in accordance with confidentiality policies and relevant legislation.
 - Compile statistical records to support program needs and inform ongoing program development and evaluation.
 - Participate in team meetings, case consultations, and professional development opportunities.
 - Document and report incidents in a timely manner.
 - Handle confidential information with discretion and professionalism.
- **Advocacy and Resource Coordination**
 - Advocate for and help clients access resources that would improve their well-being.

- Assist clients in working with government agencies to apply for and receive benefits.
- Monitor and evaluate the effectiveness of the support services provided, identifying areas for improvement.
- **Other Duties**
 - Promote a safe and healthy environment for clients, families, and staff.
 - Model commitment to open, responsible action and demonstrate empathy and understanding.
 - Perform other related duties as assigned by the Health Director to ensure the effective operation of the program.
 - Participate in all required training and professional development activities.

Key Skills

- Strong interpersonal and communication skills, both verbal and written.
- Ability to build trusting relationships with clients, families, and community members.
- Knowledge of human and group behavior, social services practices, family assistance programs, childcare practices, and related legislation.
- Organizational and time management skills with the ability to prioritize workload and meet deadlines.
- Conflict resolution and problem-solving abilities with sound judgment and tact.
- Group facilitation skills and the ability to engage diverse audiences, including families and children.
- Cultural sensitivity and understanding of Indigenous cultures, particularly Ditidaht traditions.
- Proficiency in Microsoft Office Suite (Word, Excel, Outlook, PowerPoint).
- Ability to work independently and as part of a collaborative team.
- Strong ethical standards and the ability to maintain confidentiality.

Preferred Qualifications

- Knowledge of Ditidaht culture, history, traditions, and language.
- Diploma or degree in Social Work, Human Services, Child and Youth Care, or a related field.
- Minimum of 2-3 years of experience supporting individuals and families with complex needs.
- Experience in program planning, project coordination, and direct service delivery focused on family care and support.
- Knowledge and experience with issues related to mental health, substance use, family dynamics, child development, and community development.
- Valid First Aid and CPR certification (or willingness to obtain).
- Experience working within an Indigenous community or organization is preferred.
- An acceptable combination of education and experience may be considered.

- **Note:** We encourage applications from individuals whose backgrounds may not align perfectly with the qualifications listed but who bring a unique perspective and experience to the role.

Other Requirements

- Valid Class 5 BC Driver's License.
- Clear Criminal Record Check and Vulnerable Sector Check (available upon request).
- Willingness to be office-based in the Nitinaht Lake community.
- Ability to work flexible hours, including evenings and weekends as required.
- Lifestyle consistent with the duties and responsibilities of the position.
- Physical ability to participate in activities such hiking, and cultural events.
- Must possess a clear driver's abstract.
- Certification or training in Non-Violent Crisis Intervention is an asset.

Hours of Work

- 8:30 am – 4:30 pm, Monday to Friday an on-call weekend hours

Salary and Benefits

- Competitive wage based on experience and qualifications.
- Opportunities for professional development and training.
- Supportive work environment with a focus on work-life balance.
- Opportunities for Career Advancement
- Vacation and Sick Days

Application Process

This posting will close when the position is filled. Apply by sending your cover letter, resume, proof of educational credentials, and contact information for three professional references to:
Email: admin@ditidaht.ca

Ditidaht First Nation is committed to employment equity and welcomes diversity in the workplace. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

General Contact Information

Ditidaht First Nation Administration Office
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