



# NATIVE COURTWORKER

AND COUNSELLING ASSOCIATION OF BRITISH COLUMBIA

<b>Job title</b>	<i>Case Management Support Worker (One male, One female) – ICCI</i>
<b>Reports to</b>	<i>Program Manager - Indigenous Community Corrections Initiative (ICCI)</i>
<b>Status</b>	<i>Full Time (minimum 35 hours per week)</i>
<b>Salary</b>	<i>\$58,299.98 K/year</i>

## Our Organization

The Native Courtworker and Counselling Association of BC provides “A Helping Hand to Justice” for all Indigenous people across the province of British Columbia. Our mission is to provide culturally appropriate justice and health related services according to our client’s needs. Our organization has been around for 45 years and our success is rooted in basing our approach in our traditional values, common to all Indigenous nations.

The successful candidate will be subject to Criminal Record Check and agreeing to join the British Columbia Government and Service Employees’ Union, which is the official bargaining agent for NCCABC employees.

## The Position

Under the specific supervision of the Program Manager (ICCI), and subject to the policies and procedures of the NCCABC, the Case Management Support Worker for the *Indigenous Incarcerated Parents to Reintegration Initiative*, will develop support systems to keep parents connected with their families during incarceration and as they prepare for reintegration into the community by implementing holistic wrap-around approaches that address the specific needs of the participant as well as by enhancing the coordination of services for the client and his/her family. The Case Management Support Worker will work with Indigenous incarcerated parents utilizing six proven methodologies: 1) community/stakeholder engagement; 2) case management practices; 3) a wrap-around (holistic) approach; 4) resiliency building framework; 5) an Indigenous led process; 6) development evaluation approach.

**The location for this position will be in Mission with a good portion of the work happening on the road and attending correctional facilities around the Fraser Valley area.**

## Duties and Responsibilities

- Identify participants, becoming the point of contact between them and all wrap-around team members,
- Conduct assessments of clients and their families to identify wrap-around needs,
- Determine resources necessary to support each individual client and seek credible stakeholders to engage in the wrap-around plan, help them connect with family during incarceration and prepare them and their families for reunification and healthy relationships in community upon reintegration.
- Based on the needs identified in the assessment, arrange, coordinate and monitor multiple services from different providers to serve client needs, which will include best practices of the Gladue Aftercare Case Management activities in Ontario e.g. legal aid, housing, education, mental health, addiction, cultural and family support,
- Build knowledge, within the Federal institutions engaged in the program, on the best practices for assisting Indigenous incarcerated parents as they integrate back into community
- Increased access to traditional wellness protocols, healthy relationship programs and other specialized support services to assist their pre- and post- return to community.
- Provide the program manager with the information necessary to implement a developmental evaluation approach that will measure the program’s results and advance the work of the program while providing reports to all stakeholders.

### Administrative

- Keep an accurate record of all appointments and completing, filing, and cross-referencing such documents including intake forms, case histories, progress reports, referrals reports and recommendations on each individual.

## Knowledge, Skills and Competencies



## NATIVE COURTWORKER

AND COUNSELLING ASSOCIATION OF BRITISH COLUMBIA

This position requires a highly motivated and creative individual with related work experience and a great capability to proactively engage a diverse range of individuals and stakeholders.

Knowledge and understanding of Indigenous culture and traditions and a demonstrated ability to work with Indigenous people is a must. **Preference will be given to individuals with an indigenous background as per section of Section 41 of the Human Rights Code.**

In addition, the successful candidate must possess:

- A Social Work Degree or related Training/Certification or the equivalent of at least 2 years of work experience with the justice system or advocacy groups.
- Strong knowledge of justice systems & their functions. Understanding of specific legislation such as the criminal code, the youth criminal justice act, the Indian Act, the Child Family and Community Act, etc.
- Good knowledge of alternative measures and restorative justice principles.
- Basic counselling certificate from a recognized public education institution will be a plus.
- Demonstrated advocacy skills and experience are a must, as well as a high level of written and oral communication.
- Must be able to travel. A class 5 driver's license is a requirement for this position.
- Must be able to exercise ingenuity, judgement, and analysis, use of independent thought and initiative in applying special skills and knowledge towards problem solving.
- Understanding of the Gladue Decision and its impact on the sentencing of Indigenous offenders.
- Must feel comfortable entering correctional institutions and interviewing the participants.

### Competencies

- Must have knowledge and understanding of aboriginal cultures and of various social and political issues in the aboriginal community and must have a demonstrated ability to work with aboriginal people.
- Must have willingness to pursue own professional development.
- Possess the skills and knowledge of occupational health and safety standards.
- A demonstrated personal wellness plan.
- Public speaking courses such as Toastmasters or Dale Carnegie courses will be a plus.

### Why us

If you are a caring individual, with an ability to approach a diverse population, create engagement from different stakeholders and ultimately, provide the Indigenous Incarcerate Population with a path to maintaining family relations, then you will be starting a rewarding career with a reputable organization.

After the successful completion of the probationary period, you will also get a comprehensive benefits package, including:

- Medical, extended health, and dental (Optional)
- Group life, AD & D and Long-term disability
- 3 weeks of vacation after completion of one year of service
- 1.5 sick days for a total of 18 sick days per year and up to 150 days.
- Contribution to our Pension Plan
- Mentorship

### Application Process

In order to illustrate your ability to prepare written materials demanded by the position, please enclose a cover letter, along with your resume, indicating why do you think your skills will be the right ones for this position. Applications will be accepted until Friday, February 6, 2019 at 4:00 pm. PST

Email your application to [hrrspecialist@nccabc.net](mailto:hrrspecialist@nccabc.net) with the subject line: Case Management Support Worker – Jan 2019

**We would like to thank you in advance for your interest in this position. Only the candidates selected for an interview will be contacted.**