

**Family Support Worker
Full Time (35 hours per week)
20-003NCFRC**

**Are you looking to make a difference in your community?
Join the Norwood team and start making a difference today!**

Norwood Child and Family Resource Centre is an Edmonton based non-profit organization that has been supporting children and families since 1963, with a vision of Healthy Children, Healthy Families, Healthy Communities. Our programs and services are designed to strengthen and enrich families with children birth - 6 years old. Early childhood experiences are aimed at fostering optimal child development and healthy parent-child attachment. Parent education opportunities are created to support building the capacity of families. Family support services are provided to support families as the child's first and most important teacher. Information and referral is a key practice in supporting families to grow and learn within their own communities. Programs are delivered using a holistic approach to support the social, emotional, intellectual, language, physical and creative needs of children and families in the community. For more information, visit <https://www.norwoodcentre.com>.

Norwood provides the following:

- Great benefits plan
- 5 weeks of paid time off per year (1 week at Spring Break, 2 weeks at Christmas and 2 weeks' vacation)
- 12 sick/personal leave days per year
- Service recognition and employee awards
- 2 staff fun/appreciation days per year
- Strong focus on employee wellness and work-life balance
- Supportive of ongoing professional development
- A compassionate team environment

The Family Support Worker (FSW) works with children and families to strengthen parent/child relationships and expand the family's resources. The FSW provides parents with tools for healthy child development, information and referrals, and builds on the strengths of families through home visitation.

The FSW provides support such as encouragement, connections, information, and advocacy and often work alongside parents to help solve problems around basic needs such as food, security, clothing, and safe and affordable housing. The FSW provides parent education by facilitating various groups that address a variety of topics, needs and areas of interest to families.

This position requires a flexible work schedule that includes occasional evenings and weekends as scheduled to meet the needs of families.

Norwood staff are guided by the following Team Charter: (SPIRIT)

- **Support** - We utilize one another's strengths to take on challenges and opportunities using positive communication, collaboration, and compassion.
- **Passion** - We have the energy, attitude, and enthusiasm to be fully committed and engaged in our work with each other.
- **Integrity** - We are honest, trustworthy, transparent, and accountable with each other.
- **Respect** - We accept others without judgment and recognize that every individual is a person of value.
- **Inclusivity** - We celebrate diversity and welcome people of all abilities, backgrounds, cultures, and perspectives.
- **Team** - We are all one group working towards improved outcomes for children and families.

If you share our values and support our mission and vision please consider joining our team.

Reporting to the Family Support and Intake Manager, the Family Support Worker is responsible for the following:

- Providing ongoing support to children and families through regular home visitation
- Supporting capacity building among families to build independence, reduce barriers, self-efficacy, self-advocacy skills, and build linkages with natural support networks
- Working alongside families to bridge the learning from groups to the home and community environments in order to support skill strengthening goals for the family
- Providing strategies to families that support healthy child development
- Planning, organizing and/or facilitating family education and family/child groups and services that reflect the needs and interests of the families
- Administering screens (such as ASQ:3 and ASQ:SE2) and providing support to families as necessary
- Compiling and entering necessary data and documentation into agency and collaborative data systems while maintaining accurate, timely and complete electronic and paper files
- Maintaining up-to-date knowledge of community resources to provide supportive and information referrals
- Effectively managing a caseload of assigned families

The ideal candidate will possess the following qualifications:

- Degree or Diploma in Human Services or equivalent
- Proficient in Microsoft Office (Office 365) and data base systems
- Current Childcare First Aid certification
- A valid driver's license and access to a reliable vehicle
- Criminal Record Check and Child Welfare Intervention Record Check (*findings will be reviewed on a case by case basis*)

The following qualifications are considered an asset:

- Experience working with children and families from diverse cultural and socio-economic backgrounds
- Experience conducting home visits
- Experience in developing and facilitating groups

The starting hourly range for this role is \$25.48 to \$28.67 per hour (\$46,373-\$52,179 per year) based on a 35-hour week.

Norwood Child and Family Resource Centre values diversity and welcomes applications from First Nation, Inuit, Métis, New Canadian, racialized, differently abled and LGBTQ2S communities.

To apply for this opportunity, please submit your résumé and cover letter to: hr@careersforcommunity.ca

Please state in the cover letter how you align with the Norwood Team Charter and how you heard about the position.

Please include Family Support Worker, 20-003NCFRC in the Subject Line of the email.

Closing Deadline: Until Suitable Candidate is Found

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Please note: Due to COVID-19, interviews may be conducted virtually using the Zoom video software platform