



# NECHAKO VALLEY COMMUNITY SERVICES SOCIETY

## INTERNAL/EXTERNAL JOB POSTING

JOB POSTING # 2019-017

### *Transport & Supervised Visit Worker Fulltime*

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#### **JOB SUMMARY**

The Transport and Supervised Visit services ensure that safe, appropriate and documented visits take place between parents and their children when MCFD supervision orders are in effect. The primary purpose of the program is to provide continued connection between parents and children by ensuring well-being and safety during each visit. Services are provided on a flexible schedule that responds to the family's needs and conditions of each supervision order. This position may require some evening and weekend supervisions.

#### **RESPONSIBILITIES**

##### **Supervised Visits:**

- a) To supervise family visits and ensure that the safety and wellbeing of the children is maintained throughout the visit.
- b) Observes interactions between parents and children to ensure guidelines of visitation are adhered to.
- c) Documents and reports interactions during visits to MCFD.
- d) Maintains other records and documentation as required by NVCSS and/or MCFD.
- e) To engage families in positive activities and conversations that encourages parent/child and/or parent/youth interaction throughout the visit.
- f) May be requested to accompany families on recreational or social outings, following guidelines established in the supervision order.

##### **Transportation services:**

- a) To provide safe transportation for children and youth as referred by MCFD to facilitate visits with their families.
- b) To provide safe transportation for children, youth from and to their homes, foster homes, school, day cares and other activities as requested by the family's social worker.
- c) To provide transport to adult family member to and from the visit if it facilitates better services to the family.

#### **DEPARTMENT LOCATION**

Fort St. James

#### **QUALIFICATIONS/EXPERIENCE**

- Minimum Grade 12
- One-year recent related experience or an equivalent combination of education, training and experience
- Class 5 driver's license and acceptable driving abstract
- Satisfactory Criminal Record Clearance prior to start date
- Must demonstrate an understanding of theory, principles and practices in the field
- Must possess basic computer skills and excellent written and verbal communication
- Ability to handle sensitive and confidential information

**SALARY** \$19.45 – 22.65/hour as per CSSEA & CSSBA Collective Agreement (Grid Level 10)

**HOURS OF WORK** Full Time, 37.5 hours per week Monday to Friday 8:30 am – 4:30 pm

**VACANCIES** 1 Vacancy

**POSTING DATE** March 29, 2019

**CLOSING DATE** April 12, 2019

**START DATE** As soon as possible

**This position is open to all applicants. This position requires union membership.**

Please apply for this job only in the manner specified by the employer. Failure to do so may result in your application not being considered for the position.

Please send a cover letter of interest and current resume outlining your skills and qualifications for the position and include the job posting number:

**Via email:** [knielsen@nvcss.ca](mailto:knielsen@nvcss.ca)

**Fax** 250-567-3939

**Mail:**

Kris Nielsen, Family Service Programs Manager  
P.O. Box 1249  
Fort St. James, BC V0J 1P0

**In Person:**

Nechako Valley Community Services Society  
157 West Victoria Street  
Vanderhoof BC  
Or  
Nechako Valley Community Services Society  
349 Stuart Drive  
Fort St. James, BC

Nechako Valley Community Services Society  
is an equal opportunity employer committed to hiring a diverse workforce.

**We thank all our applicants, however, only those invited to an interview will be contacted.**

