

# INTERNAL/EXTERNAL POSTING



Inuuqatigiit-Centre for Inuit Children, Youth and Families is a multi service non-profit organization serving Inuit children and youth and their families, dedicated to providing cultural, educational, and support services in a caring, respectful and collaborative environment that fosters strong and proud Inuit children and families.

**Position #** 2024-128  
**Position:** Men's Services Worker  
**Posting Date** August 1, 2024  
**Start Date:** ASAP  
**Hours:** Full-Time Determinate to March 31, 2025  
**Salary Range:** Inuuqatigiit Centre offers a competitive wage and benefit package

## POSITION SUMMARY

Under the supervision of the Manager of Family Well-Being (FWB), the Men's Services Worker supports the delivery of community-based programming, engages and supports father using a holistic and family-centred approach and ensures safe spaces for clients in compliance with the current wise practices, relevant legislation and Inuuqatigiit policies and procedures.

## KEY DUTIES AND RESPONSIBILITIES

- Plan and implement effective outreach strategies to existing and perspective fathers through on-going communications with community, agencies and fathers;
- Plan and deliver safe and culturally appropriate family/community events and activities on a regular basis based on needs and interests of families;
- Identify and report on concerns and issues related to parental engagement to Manager of FWB;
- Resolve issues that arise in delivery of programming and support to fathers;
- Plan and purchase supplies for programs and activities, including food;
- Provide transportation assistance to parents;
- In collaboration with FWB Program Manager, engage community members to support program implementation and uptake.
- Plan and deliver community-based programs and safe spaces based on the Inuuqatigiit FWB model
- Provide individual support to clients
- Provide crisis intervention to fathers and their families as needed including after hours' support, home visits and emergency food cards as required
- Liaise with local CAS to advocate for culturally safe service

- Liaise with service providers to ensure appropriate referrals, system navigation and advocacy
- Provide system navigation to clients
- Actively participate in case management meetings and required follow up
- Engage clients in safety planning as needed
- Regularly participate in supervision meetings with the FWB Manager
- Participate in CASO Circle of Care process when requested by parent
- Facilitate gender-based peer support group for fathers;
- Facilitate drop-in program for fathers and their children;
- Support the facilitation of prevention activities (e.g evening/weekend programming)
- Provide after-hours crisis support
- Participate in monthly case management meetings with Ottawa CAS
- Provide responsive and inclusive support services to fathers and families including appointment accompaniment, home visits, referrals, crisis intervention, supportive counselling and assistance with CAS processes and protocols
- Refer fathers/families to appropriate services as required and document the results of these referrals
- Seek out opportunities for peer or other support as appropriate in preventing and coping with the effects of vicarious trauma
- implement a team approach to planning community-based programming and safe spaces e.g. land-based family camp, monthly family activities, father/child drop in, CAS access visits
- Provide information to the FWB Program Manager for the purpose of local program progress tracking and evaluation
- Adhere to the FWB mandate and workplan
- Represent Inuuqatigiit at meetings, presentations and conferences with stakeholders including partner agencies, funders and government
- Engage with various agencies and stakeholders to strengthen family support and engagement programs and services
- Integrate the Inuit culture and language in all aspects of program responsibilities

## **WORKING RELATIONSHIPS**

- Develop supportive and professional rapport with Inuuqatigiit staff.
- Participate in conflict resolution when required
- Develop positive relationships with children/youth and parents of Inuuqatigiit
- Provide emotional support and encouragement to fathers

## **HEALTH AND SAFETY:**

- Ensure personal safety and precautions at all times

## **ADMINISTRATION:**

- Maintain thorough, orderly and confidential administrative tasks required by funder and Inuuqatigiit, e.g. daily contacts, referrals, client files
- Maintain accurate attendance records of all activities and events

- Meet all tracking, evaluation and reporting requirements of funder and Inuuqatigiit (client notes, attendance, maintaining project statistics, meeting project targets, creating surveys, completing Incident/Accident reports)

### **ACCOUNTABILITY:**

- Accountable for the safety and security of participants in family/community/parent activities
- Accountable to support fathers and families of participants as required

### **LEADERSHIP**

- Act as a positive role model to promote professional values and ethics within Inuuqatigiit and to fathers
- Assume leadership role for all aspects of parental engagement and support activities and services including emergency situations
- Demonstrate autonomy and initiative

### **EXTERNAL COMMUNICATIONS**

- Communicate with fathers on a regular basis regarding upcoming activities and appointments related to Inuuqatigiit
- Foster strong community engagement in FWB programs, e.g. Elders, resource people
- Liaise with other service providers, programs and professionals in the community to facilitate referrals and maintain effective linkage and referral protocols

### **WORKING CONDITIONS**

- Regular and consistent weekly hours of work
- Required to work some evenings and weekends to provide after hours crisis support, deliver parent engagement activities, and participate in community events (e.g. Inuit Day, AGM, Christmas party)
- Additional hours on occasion to meet deadlines and ensure delivery of high-quality programs and services

### **KNOWLEDGE AND SKILLS**

- Fluency in Inuktitut would be an asset
- Knowledge of the needs of Inuit children, parents & families
- Knowledge of Inuit and non-Inuit community services and supports
- Ability to communicate effectively orally and in writing In English
- Ability to operate computer systems and relevant software
- Strong organizational, program planning, evaluation, fiscal management and problem-solving skills.
- Ability to respond effectively in crisis situations
- Ability to work in a collaborative staff team environment
- Ability to function effectively in a high stress, high noise environment
- Enthusiasm, flexibility, dedication and commitment to children

## **QUALIFICATIONS AND REQUIREMENTS**

- Inuit descent preferred
- Male gender **required**.
- Post-secondary education in related field an asset
- Minimum of one year of experience in:
  - supporting families or individuals;
  - working with Inuit communities;
  - working in a family-oriented program
  - organizing and facilitating groups

## **CONDITIONS OF EMPLOYMENT**

- TB Test and other immunizations up to date.
- Medical certification of good health
- Police Record Check – Vulnerable Sector required in keeping with Inuuqatigiit Personnel Policies and Procedures
- Driver's License required.

**Please apply with a cover letter and up-to-date resume to:** Human Resources Department, at [jobs@inuuqatigiit.ca](mailto:jobs@inuuqatigiit.ca)

***Note that accommodations are available for applicants with disabilities throughout the recruitment process. If you require specific accommodations, please contact the HR Department through the information provided above, so that we can make suitable arrangements with you.***

***When two equally qualified candidates are considered for the same position, preference will be given to the candidate of Inuit descent.***

***We thank all who apply to this position. Only those applicants selected for an interview will be contacted.***