

Ministry

Children and Family Services

Describe: Basic Job Details

Position

Position ID

Position Name (30 characters)

Practice Specialist

Current Class

Requested Class

Supervisory Level

Cost Centre

Employee

Employee Name (or Vacant)

Organizational Structure

Division, Branch/Unit

Provincial Campus Based Care

☐ Current organizational chart attached?

Supervisor's Position ID

Supervisor's Position Name (30 characters)

Design: Identify Job Duties and Value

Job Purpose and Organizational Context

Why the job exists:

Children and Family Services is committed to ongoing improvement and pursuit of excellence in services to children, youth and families. The Child Intervention Practice Framework builds on the evolution of our Casework Practice Model, Ministry Priorities and intended outcomes for children and families and domains of permanency in addition to the legislated mandate set out in the *Child Youth and Family Enhancement Act*. (CYFEA)

The CYFEA places great emphasis on assessment of children and families in determining protective factors (Signs of Safety) that create safety for the child, the need for intervention and the type of intervention and support required. The Practice Framework is based on the philosophy that children, youth and families should have input into the decisions that affect their lives. Assessment, engagement and collaboration are the cornerstones of the Framework.

Reporting to the Manager of Clinical Manager at Provincial Campus Based Care or Director of Clinical Services, the Practice Specialists will provide and support practice shifts at a regional level connecting to and informing of provincial directions and knowledge in the area of the Neurosequential Model.

They will act as branch program consultants to staff, supervisors and management with a primary focus on the implementation of the Neurosequential Model in PCBCs, but also in Working Together for Safety, Lifelong Connections, Indigenous Engagement Initiatives, a Potential to be Registered, Caregiver Supports Specialized

Services, Interprovincial and Interregional requests, Quality Assurance which may include file reviews, 3rd person reviews, legislation, inter provincial practice, casework and issues specific to the Child, Youth and Family Enhancement delivery.

This position has a strong influence into consistency around legislation, policies, practices and standards. This position will assist front-line supervisors in supporting staff to ensure practice structure is solid and supported to move forward by having assigned lead roles in components of our Practice Specialist Priorities.

Responsibilities

Job outcomes (4-6 core results), and for each outcome, 4-6 corresponding activities:

Implements consistent practice approaches supported by the region and supporting provincial strategic direction.

- Neurosequential Model of Therapeutics

- Signs of Safety
- Supports the Child and Youth Care counselor
- Supports the integration of policy to practice areas
- Acts as a knowledge broker and conduit for information on the Neurosequential Model of Therapeutics
- Assists the region in meeting policy and standards expectations.
- Supports the Provincial Campus Based Care around provincial protocols and practices.
- The position will develop consistent NMT practice recommendations, strong communication input, and be responsible for ongoing monitoring of consistent practice with embedding NMT into our care programs.
- Ability to work as a team player with other Specialists, Management, Team Leads and Child and Youth Care workers around practice, legislation, protocols, and initiatives.
- Ability to coach, mentor, train and support the staff of the Provincial Campus Based Care.
- Exhibit the ability to implement initiatives, pilot project's and processes across the Provincial Campus Based Care or in specific areas.
- Ability to collaborate with other program areas in order to achieve best outcomes for consistency, practice and standards.
- Monitor practice strategies and the impact they have on outcomes by working with the CYCC teams, staff and supervisors.

Problem Solving

Typical problems solved:

Work with supervisors and managers across branch maintaining consistency in the delivery of our work. Considerable interaction with the practice specialist team, zone managers, supervisors and other stakeholders is required.

Requires considerable experience and knowledge of various child intervention programs. Must have a high level of skill in the areas of communication, collaboration and coordination. Preference will be given to candidates with supervisory experience and have demonstrated the competencies of that role.

Region travel is an expectation of this role and occasionally other parts of the province. Position base will be negotiated with the successful candidate to ensure equitable distribution across the region.

Types of guidance available for problem solving:

The Practice Specialists will liaise with other area practice specialists, staff, supervisors and managers across PCBCs maintaining regional consistency in the delivery of our work. Considerable interaction with the Child and Youth Care Staff, Team Leads, managers, and other stakeholders is required.

Direct or indirect impacts of decisions:

This position is expected to work collaboratively with other Practice Specialists to come up with well thought out and researched recommendations. The preparation of briefing notes to ministry leaders may be required.

Recommendations made by the Practice Specialist will have significant influence in the strategic directions and subsequent service delivery to youth receiving services at the Provincial Campus Based Care.

Key Relationships

Major stakeholders and purpose of interactions:

Management Team (Executive Director), program facilitators, team leads and front line staff to provide consultation and clarify policy. PCBC staff to develop or deliver ongoing Neurosequential Model training, consultation and report on program delivery issues. The position is regularly in contact with the following: Team Leads and other Practice Specialists - to share knowledge, support and expertise; Management Teams - providing reports, analysis, guidance and support. Worksite managers- to provide expertise, education, and support on specific programs and practices.

Required Education, Experience and Technical Competencies

Education Level	Focus/Major	2nd Major/Minor if applicable	Designation
Master's Degree	Other		

If other, specify:

A Master's Degree is required to be accepted into Phase 1 Certification - Neurosequential Model Training

Job-specific experience, technical competencies, certification and/or training:

Behavioral Competencies

Pick 4-5 representative behavioral competencies and their level.

Competency	Level					Level Definition	Examples of how this level best represents the job
	A	B	C	D	E		
Develop Networks	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Works on maintaining close relations with all stakeholders: • Identifies key stakeholder relationships • Has contact with range of interested parties • Actively incorporates needs of a broader group • Influences others through communication techniques	
Develop Self and Others	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Seeks out learning and knowledge-sharing opportunities: • Reflects on performance and identifies development opportunities • Takes initiative to stay current • Shares with the team even when not asked • Actively coaches and mentors direct reports	
Agility	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Works in a changing environment and takes initiative to change: • Takes opportunities to improve work processes • Anticipates and adjusts	

		behaviour to change <ul style="list-style-type: none"> • Remains optimistic, calm and composed in stressful situations • Seeks advice and support to change appropriately • Works creatively within guidelines 	
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Benchmarks

List 1-2 potential comparable Government of Alberta: [Benchmark](#)

Assign

The signatures below indicate that all parties have read and agree that the job description accurately reflects the work assigned and required in the organization.

_____ Employee Name	_____ Date yyyy-mm-dd	_____ Employee Signature
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_____ Supervisor / Manager Name	_____ Date yyyy-mm-dd	_____ Supervisor / Manager Signature
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_____ Director / Executive Director Name	_____ Date yyyy-mm-dd	_____ Director / Executive Director Signature
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_____ ADM Name	_____ Date yyyy-mm-dd	_____ ADM Signature
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_____ DM Name	_____ Date yyyy-mm-dd	_____ DM Signature
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