

New

Ministry

Children and Family Services

Describe: Basic Job Details

Position

Position ID

Position Name (30 characters)

Transition and Connec. Worker

Requested Class

Job Focus

Operations/Program

Supervisory Level

00 - No Supervision

Agency (ministry) code

Cost Centre

Program Code: (enter if required)

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)

Supervisor's Current Class

Design: Identify Job Duties and Value

Job Purpose and Organizational Context

Why the job exists:

The Transition and Connections Worker participates as a member of a multi-disciplinary team providing services to support the needs of children and families in both residential and foster care programs offered by PCBC. The Transitions and Connections Worker serves as a resource to internal and contracted service providers by developing and delivering training and providing consultation to facilitate the development of skills that effectively support families and children in need. Training and expertise is provided in the areas of behaviour management, family systems, parenting skills and solution focused counselling and family support.

The Transition and Connections Worker will respond to identified client and external partners needs by developing and delivering workshops and facilitating group sessions. The Transition and Connections Worker also provides consultation and direct services to service providers and families to assist with the most complex cases. The Transition and Connections Worker will participate in committees to assist in identifying training and development needs and develop community partnerships to link clients with appropriate community resources.

Responsibilities

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

- Participates as a member of the multi-disciplinary care team to provide input on family issues and concerns and to make recommendations for additional resources, changes in care strategies and options to assist the youth

transition back into the community with either their family or other placement resources;

- Prepares detailed records documenting all contact with family and other community resources for presentation to the care team;
- Provides written summary reports as required for appropriate professionals and the program;
- The Family Specialist will oversee all family involvement with clients in the residential program;
- Provides an orientation to families at the time of intake;
- Provides support and counselling services to the youth with the most complex issues throughout the care process, during the discharge phase and following discharge;
- Ensures the development of home visitation plans and home visit safety contracts;
- Develops relationships with youth and families to support the care process;
- Works rotating shifts to provide maximum accessibility to youth, family and community resources;
- Provides crisis intervention and problem resolution during visits with family and or alternative placement options
- Develops and facilitates groups for youth and parents on topics such as anger management skills, loss/grief, relationship building skills, goal setting and parenting teens;
- Provides client specific training to community agencies, caregivers and parents.
- Develops and delivers training sessions for internal and external service providers;
- Provides consultation to service providers to assist in the development and evaluation of care plans and to provide expertise to address specific behavioural, family systems, anger and discipline, and separation and loss issues;
- Will complete and assist where necessary service providers with family functional assessments to identify source

Problem Solving

Typical problems solved:

- Consulting skills - to step into a situation and be sensitive to the needs and determine the best approach to provide support;
- Assessing the most complex cases, identifying and developing appropriate training to internal and contract service providers;

Types of guidance available for problem solving:

Reports to the Transition and Connections Supervisor, who provides assistance in contentious or complex situations. Receives supervision through informal and formal meetings including the Performance Review processes with the Program Director .
Family Specialist position does not supervise in their capacity.

Direct or indirect impacts of decisions:

Key Relationships

Major stakeholders and purpose of interactions:

Contacts are primarily with internal and external service providers such as Child and Youth Care Workers, linked agency family support workers to provide consultation and training specific to the needs of the youth involved;
Agencies , community groups and other community resources to exchange information.

Required Education, Experience and Technical Competencies

Education Level

Diploma (2 year)

Focus/Major

Other

2nd Major/Minor if applicable

Designation

If other, specify:

child and youth care, or equivalent

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		
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		

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.

Date yyyy-mm-dd

Supervisor / Manager Name

Date yyyy-mm-dd

Supervisor / Manager Signature

Director / Executive Director Name

Date yyyy-mm-dd

Director / Executive Director Signature

ADM Name

Date yyyy-mm-dd

ADM Signature

DM Name

Date yyyy-mm-dd

DM Signature