



# The Children's Aid Society

OF HAMILTON

The Children's Aid Society of Hamilton has been serving the Hamilton Wentworth area for more than 100 years. Over these years our Society has earned a reputation as a leader in the field of child welfare. The Society is committed to the safety, protection and well-being of children and the strengthening of families, while valuing diversity and promoting equity.

We are currently seeking a skilled and committed individual to join our team as:

## **Child Protection Worker Assistant - Summer Student (3 positions)**

Effective June 12, 2017 for approximately 8 weeks

\$11.40 per hour, plus 4% vacation and 4% statutory holiday pay as per the Employment Standards Act  
35 hours per week, Monday to Friday, 8:30 a.m. to 4:30 P.M.

Reporting to a Unit Supervisor, these positions are designed to provide assistance and support to Child Protection workers in the Intake (1), Family Services (1) and Children's Services(1) Departments.

Main responsibilities include: driving children/parents to appointments; facilitating access visits between children and parents when required; interviewing parents and children to obtain information to assist Child Protection Worker's prepare health; social histories, record/file reviews; assists in the preparation of file materials for disclosure for court; accompanies parents or children to court and provides support to them where necessary; researches and completes community service referral forms; performs other duties as assigned.

The successful candidate will be enrolled in a Bachelor of Social Work or Master of Social Work program from a recognized university and returning to school in the Fall of 2017 on a full-time basis; demonstrated ability to write clear, concise reports, computer literate and familiarity with spreadsheet programs; excellent communication, interpersonal and analytical skills. The successful candidate must possess a valid G driver's license; have access to a personal vehicle and proof of \$2,000,000 liability insurance coverage. Successful candidate will be required to provide a Criminal Reference Check, satisfactory to the Agency, and a Driver's Abstract from the Ministry of Transportation.

***All employees of the Society are expected to demonstrate respect, empathy, and accountability to the children and families we serve and each other, and to attend work regularly as regular attendance is critical to maintaining the highest quality and level of service expected in delivering care to the children and families of our community.***

Interested applicants should submit a current resume by May 22nd, 2017  
to Lyndsay McFarlane, Human Resources.

Email: [careers@hamiltoncas.com](mailto:careers@hamiltoncas.com) or Fax: (905) 522-1089

***We thank all applicants for their interest in The Childrens Aid Society of Hamilton; however we will only contact those selected for an interview.***

***Applicants who require accommodation due to disability during the selection process must notify HR when contacted for an interview.***

***The Children's Aid Society of Hamilton is dedicated to building a workforce that reflects the diversity of the community in which we live and serve. The Society encourages applicants from all qualified individuals. Applicants that may require accommodation due to disability during the selection process must notify HR when contacted for an interview.***