



**JOB POSTING  
CASE MANAGER  
(3) PERMANENT FULL TIME POSITIONS  
AKWESASNE CHILD AND FAMILY SERVICES  
DEPARTMENT OF COMMUNITY AND SOCIAL SERVICES**

**SALARY LEVEL: HS4 STEP 2/3- \$45,927.67- \$47,764.78**

**SUMMARY OF RESPONSIBILITIES:**

Under the supervision of the Ongoing Services Supervisor, the incumbent is responsible for conducting client intake, strength and needs assessments, service planning, referrals, and monitoring of the service provision until closure of file.

**QUALIFICATIONS:**

- BSW preferred, BA in related field accepted;
- Minimum educational qualifications; Two (2) year college diploma in the social services (or equivalent or related field Law and Security, Child and Youth Worker, Social Work, Behavioral Science, Criminal Justice, Psychology);
- Minimum Two (2) years work experience in social work required.

All interested applicants must submit a letter of interest, resume, and copies of all certificates/diplomas along with three references submitted on a consent to release reference check form (Contact Human Resources) along with a copy of a valid driver's license **no later than 4:00 p.m., Thursday, March 15, 2018 to;**

**Shayleen Thompson, HR Staffing Officer  
Administration Building # 1  
Akwesasne, Quebec, H0M 1A0  
(613) 575-2250, ext. 2150  
E-mail: shayleen.thompson@akwesasne.ca**

- Applicants must clearly outline that they meet the qualification requirements on their resume.
- Native preference in hiring.
- As a requirement of employment all applicants must have a Canadian Social Insurance Number.
- A criminal records check is mandatory.
- An eligibility list will be created for one (1) year.
- **Only those selected for further screening or an interview will be contacted.**