



# Native Child and Family Services of Toronto

Native Child and Family Services of Toronto is an Aboriginal, community controlled multi-service agency. Our mission is to provide support, ensure safety and enhance the quality of life for Aboriginal families, children, and youth within the greater Toronto area. Our agency works within a holistic framework, which builds on individual and family strengths, and engages clients as partners in identifying issues and their solutions.

## Case Manager Doula - Pre/Postnatal Team

Classification: Contract Full-Time  
(3 years with a possibility of benefits)

Hours: 35 hrs/wk.  
Rate: \$28.24 - \$40.94/ Hour  
Location: 185 Carlton Street

**NCFST is committed to staffing a workforce representative of the Aboriginal population we serve. We encourage First Nation, Metis and Inuit applicants to apply and please self-identify in their cover letter. Although priority is given to Aboriginal candidates, we encourage any qualified doula to apply.**

### Major Responsibilities

Under the direction of the Supervisor, Pre/Postnatal the Case Manager/Doula will:

- Conduct intakes, service planning and discharge planning for all clients.
- Assist clients, on an individual basis with their goal setting, and provide ongoing support to each client in reaching their goals.
- Collaborate with internal and external resources to develop and implement wrap around supports that are culturally informed, trauma informed and client centered.
- Ensure clients are provided with the appropriate referrals for counselling, groups, classes etc.
- Maintain and encourage ongoing networking with health and social community services that will benefit the clients' care.
- Provide crisis intervention, safety planning and supportive counselling.
- Support community members with implementing child development screening tools and creating parenting strategies to improve child outcomes.
- Offer assistance with in obtaining current evidence-based information that will encourage self-advocacy and informed decision making.
- Provide a continuity of supportive care to community member and their family which includes emotional support and information during the perinatal period.
- Work closely and communicate regularly with child welfare to support seamless delivery of service
- Assist community members with attending appointment, grocery shopping and other transportation support as needed.
- Gather collateral information and implement case conferencing when required or directed.
- Assist clients with providing transportation to internal and external appointments.
- Provide flexible, mobile and accessible supports through community visits and home visiting.
- Maintain ongoing case documentation.
- Prepare and submit accurate funder and client related reports and records.
- Work in a safe manner in accordance with the Society's Health and Safety Policies and Procedures and all relevant legislation.
- Other duties as assigned.



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## What we are looking for

- Doula Training Certificate. Liability insurance for doula practice is required.
- Degree/ Diploma in the Human Service or Social Services field and 3-5 years of experience in a related position. Alternatively, an equivalent combination of relevant education in a related field and experience working with the FNMI community may be considered. Special consideration to those with experience within the maternal health field including doulas, childbirth educators and infant mental health practitioners.
- Strong knowledge of pregnancy, birth, infant mental health, parenting strategies, child development screening tools, infant care and birth year cultural teachings.
- Knowledge of family violence, substance misuse, postpartum mood disorders, maternal mental health and concurrent disorders is an asset for this position
- Excellent knowledge of Aboriginal trauma informed best practices
- Knowledge of Aboriginal and mainstream community resources.
- Knowledge of the unique dynamics that exist within the First Nations, Inuit, and Métis cultures
- Strong time management skills, interpersonal skills and written and verbal communication skills.
- Excellent computer and technical skills.
- Solid counselling, negotiation, conflict resolution, and people management skills.
- Current vulnerable sector police record check, or ability to obtain one.
- Initiative and respect for confidentiality.
- **Must have a driver's license, access to a car and hold an insurance policy that meets agency's standards**
- Demonstrated understanding, and commitment to, integrating the Native Child and Family Services of Toronto Mission and values in to practice, service and relationships.
- Demonstrated understanding of workplace Health and Safety practices and understanding of an employee's responsibility under current legislation.
- Ability to work effectively with all levels of staff, to maintain effective communication and working relationships, demonstrating strong interpersonal skills, tact, sensitivity and build strong internal relationships.

If you are interested in this job opportunity, please apply by clicking [APPLY HERE](#) on or before July 30<sup>th</sup>, 2021.

We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.