



Siksika Family Services Corporation
SIKSIKA CHILDREN'S SERVICES
Permanency Caseworker
Siksika
Permanent Full-time
October 2026



Closing Date: OPEN until suitable candidate is selected

GENERAL STATEMENT OF POSITION:

The Caseworker – Permanency position has a combination of duties related to ‘On-Going Permanent Assessment’ cases under Permanent Guardianship Order. The Caseworker is responsible for determining on-going safety of children; ensuring services are provided to children and families, and establishing relationships with community partners. Generally performs permanent on-going assessment services according to the Child, Youth and Family Enhancement Act (CYFEA) of Alberta. The Caseworker – Permanency collaborates with service providers, family, and child(ren) in need as well as other significant persons involved. Further develop on-going case plans and providing services to children and families while integrating strength-based approach to practice.

The Caseworker – Permanency is responsible for the implementation and delivery of the Siksika Children's Services Program in accordance to Siksika culture and traditions incorporated by the agency.

Duties & Responsibilities:

- Consults with Child Protection Team Lead on all activities, duties, and responsibilities.
- Delegated as Guardian of Children under the Care of the Director of Siksika Children's Services.
- Works collaboratively regarding case transfer process from Family Enhancement/Custody Agreements Caseworker, Temporary Assessment Caseworker or Intakes/Investigations Unit; and case transfer process to SIL/TAP/SFP Caseworker and Reunification.
- All contact, activities, progress and relevant information on each child and/or family assigned is documented, accurate, and current.
- Documentation and completion of all child and family assessment activities, home assessment reports, file transfers, closures, contact notes, genogram, ecomaps, court requirements and text and screen data on file and current provincially regulated intervention information system.
- Ensures proper placement of clients by completing and adhering to SCS Placement Resources procedures. Gathers information for Genogram to identify family members for kinship placement. Priority is keeping children with family members and within the Siksika Community
- Clear knowledge of and ability to execute Signs of Safety (SOS) within field of practice.
- Complete and update on-going safety assessments to ensure safety of children.
- Court work may include;
 - Consulting with legal counsel when needed
 - Working within the Permanent Guardianship Order requirements;
 - Prepare and present evidence in court.



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- Ensure child(ren), parents, and/or guardians understand their Procedural Rights, right to legal counsel, and providing contact information to the nearest legal aid office. Further explains the appeal process and the ADR process as required.
- Responsible for scheduling and working with an assigned child/or family unit through mandatory case conferences. Ensures the Child Protection Team Lead, parents/guardians, appropriate extended family members and appropriate service providers are part of the planning meetings, the concurrent planning process, and case conferences.
- Implement wrap around services to support the child(ren) and families.
- Match appropriate and culturally relevant supports referrals and/or resources that are relevant to the child and/or family's needs and goals.
- Ensures concurrent plans and other related written work are completed and updated within legislated timelines.
- Completes all financial responsibilities associated with assigned cases including recommend expenditures related to placement issues, relationships, individual needs and relevant cultural activities. Completes referrals (R&E) for services to meet the immediate and future needs of the child(ren) and families on caseload and monitors the service interventions to determine if goals have been met.
- Ensures services are provided to children and families following the case planning and meeting the child's unmet needs.
- Conduct and document regular home visits (scheduled/unscheduled) to child(ren) in the care of the Director as per regulations.
 - Focus on preserving and reunifying children with families and coordinating community services.
 - Provides information on community services and information on intervention support services to children and families.
 - Liaises with various service systems, including the Youth and Child Advocate, medical and related health professionals, education authorities, income security, Band Designate, membership, and other appropriate community resources. Also works in partnership with other outside agencies, ie; Child Advocacy Centre, RCMP, CARRT to provide services to families and children.
 - Connects child/family with appropriate cultural resources with Siksika Children's Services Prevention, Siksika Nation stakeholders, Elders and mentors.
 - Gathers all pertinent information for medical consents.
- Use Siksika Nation member's professional service providers whenever possible.
- Must show sensitivity and respect for the Siksika cultural traditions.
- Functions as a Commissioner for Oaths as required for child welfare matters.



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- Perform other duties as assigned by Child Protection Team Lead.

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EDUCATION AND EXPERIENCE:

- Bachelor Social Work degree and other related experience.
- Bachelor degree in a related social science discipline with three (3) years' direct related experience, may be considered
- Experience working with Siksika families and children or with other First Nation children and families is an asset.

Resumes, cover letters and the other documents listed below should be emailed to hrm@siksikafamilyservices.com

Please quote **Permanency Caseworker** on your cover letter.

IMPORTANT: All applications **must** be complete and include the following:

1. Degree/Diploma/Certificates and/or other pertinent related documents.
2. Clear Criminal Record and Child Intervention Check.
3. Copy of Driver 's License.

We thank all those applicants in advance, however only those candidates selected for an interview will be contacted.