



KTC Child & Family Services

Post Majority Supports Assessor

Red Earth office



Summary:

The Post Majority Supports Assessor will be responsible and accountable for assisting youth aging out of care and young adults formerly in care with supports from the age of majority up to and including the age of 25, who are members of the three founding First Nations of KTC CFS. They will develop and implement effective strategies to support the youth and young adults to reach self sufficiency within their communities. To enhance the safety, security, and independence of young adult members formerly in care.

The Assessor will ensure the collaborative efforts between community members, programs, leadership, and post majority support staff to improve the safety and living conditions of families of the FFN.

Duties:

Reporting to the Post Majority Supports Coordinator, the Post Majority Supports Assessor provides assessment, planning, and ongoing support to youth and young adults transitioning out of care. Key duties include:

- Completing intake, eligibility, and needs assessments by assessing information from the young adult, including child protection files and service providers for youth and young adults aged 18–25.
- Developing individualized Transition and Wellness Plans that support independence and well-being in collaboration with youth.
- Providing monthly and quarterly reports to the Post Majority Supports Coordinator.
- Assessing needs related to housing, education, employment, finances, life skills, health and wellness, parenting, and community connections.
- Conducting financial assessments, developing budgets, and preparing funding submissions to Indigenous Services Canada (ISC), including all required supporting documents.
- Maintaining regular contact with youth to provide guidance, mentorship, and support.
- Working collaboratively with Founding First Nation departments, community programs, and service providers on post majority support activities.
- Working collaboratively with the KTC community program coordinators to determine the needs of the community and addressing service gaps.
- Preparing required reports and maintaining accurate, confidential documentation.
- Participating in program planning, evaluation, and continuous improvement initiatives.
- Other related duties as deemed necessary by the Coordinator.

Education:

Completion of Delegation Training Certificate an asset. Degree or Diploma in Human Services, Social Work and two years working with individuals with complex needs.

Skills & Experience:

- Strong understanding of the impacts of colonization, intergenerational trauma, and systemic barriers on First Nations people and families.
- Experience developing transition plans, wellness plans, and goal-oriented service plans.
- Strong financial assessment, budgeting, and reporting skills.
- Effective communication (verbal and written), documentation, time management, and organization skills.
- Ability to develop and maintain good working relationships with other First Nations programs, First Nations leadership, government officials, and the general public.
- Strong advocacy, problem-solving, and conflict-resolution skills.
- Ability to work independently while contributing positively to a team.
- Maintain confidentiality and consideration when dealing with staff and volunteers.
- Demonstrated professionalism and sound judgment.
- Proficiency with computer applications used in social service and First Nation settings.
- Basic understanding of KTC CFS.
- Knowledge of the Founding First Nation programs, resources, and vendors.

Additional requirements: This position requires extensive travel; current & valid Alberta driver's license; own vehicle or access to vehicle with \$2M auto liability insurance (when required to use own vehicle); **Please submit Intervention Record Check and Canadian Police Information Centre (CPIC) clearances with resume;** submit to oath of confidentiality; personal telephone or access to telephone; current first aid certificate (note: training provided if required); be willing to adhere to agency drug & alcohol policy; ability to speak and/or understand the Cree language a strong asset. Alcohol and drug testing pre-screening will apply.

Open until suitable candidate found

Please forward to: careers@ktccfs.ca

We thank all candidates for their interest; however, only individuals meeting the qualifications will be selected for an interview, and will be contacted.

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