

<b>Job Title:</b>	Income Assistance Support Woker
<b>Department:</b>	Social Development
<b>Division:</b>	

Full time

### POSITION DESCRIPTION:

provides holistic, culturally appropriate care to individuals and families. The primary goal is to provide crisis management, improve quality of life, and connect community members with income assistance, housing, and social services while strengthening cultural connection. The individual works in fast-paced environments, supporting individuals with barriers to self-sufficiency through counseling, budgeting, and community resource navigation, assessing, determining, and monitoring client eligibility for financial benefits. The position reports to the Income Assistance Administrator.

### SUMMARY:

- Case Management & Intake: conducts interviews, assessing client needs, developing personalized support plans, and maintaining accurate confidential case records.
- Cultural Support: integrates Indigenous traditions, values, and ceremonies into service delivery, such as organizing circles, teachings, and involving Elders.
- Service Navigation & Advocacy: assists clients in navigating complex child welfare systems, accessing income assistance, and securing housing. Explain income support criteria and guidelines to applicants and recipients
- Crisis Management & Intervention: provides immediate support for family violence, housing instability, or mental health emergencies.
- Family & Community Support: educates families on their rights, coaching on life skills, and facilitating family reunification.
- Administrative Tasks: prepares reports, tracking statistics for program evaluation, and managing files

### MINIMUM REQUIREMENTS:

- Diploma in social work, human services, and/or equivalent work experience and training.
- Previous experience working with First Nations families or in a social service environment
- Valid Vulnerable Sector Criminal Record Check.
- Valid Driver's License.
- Proficiency in Microsoft Office (Word, Excel, Outlook) and data management systems.
- Knowledge of First Nation culture, traditions, and community-specific needs.
- Exceptional communication skills-strong public presentation and client service skills
- Ability to manage stressful situations or difficult conversations

**CLOSING DATE:** Will remain open until filled.

**HOW TO APPLY:** Please submit your detailed cover letter, resume and references to:

[jobs@thunderchild.ca](mailto:jobs@thunderchild.ca)  
Thunderchild First Nation  
Box 600 Turtleford, SK.  
S0M 2Y0 Tel: 306.845.4300