



Accredited Supports to the Community

Parent-Child Assistance Mentor

Accredited Supports to the Community is seeking a highly professional and independent individual for a part-time Mentor opportunity working with families in our Parent-Child Assistance Program (PCAP). The Parent-Child Assistance Program is an intensive home visitation relationship based service that has demonstrated successful outcomes. The PCAP program involves collaborative work with community resources including such strategies as substance use, treatment, planned pregnancies and parenting programs.

ASC is a non-profit society who helps over 1500 families every year in South Central Alberta. Operating for 40+ years, ASC provides Community Disability Services, Support to Adults, Children Services, Parent-Child Assistance Program, Healthy Family services, as well as operates the Olds Bottle Depot.

Responsibilities:

- Provide advocacy services to high-risk mothers and families who have substance use issues
- Perform case management activities according to PCAP policies and procedures, in a highly confidential and professional manner
- Manage case load of clients and their families
- Schedule and attend home visitations
- Build Relationships
- Assist clients in setting goals and identify steps to achieve their goals
- Identify community providers whose services are relevant to client needs
- Administer assessment instruments dealing with highly sensitive and confidential information, according to PCAP policies and procedures
- Collect and enter data online
- Scheduling and attend appointments with community providers with whom client is involved.
- Provide support with housing issues
- Attend and participate in weekly individual supervision with site supervisor/coordinator to discuss client needs, goals and issues
- Transport clients to appointments as needed
- Positively represent ASC – Networking

The Choice Candidate:

- Knowledge of addictions, mental health, F.A.S.D, and child development
- 4 yrs. experience working with substance use/addictions, families and children or equivalent combination of education and work experience
- Degree or Diploma in Social Services or related field
- Ability to travel on scheduled work days (May include Hanna, Drumheller, and surrounding areas.)
- Demonstrated ability to effectively engage with high-risk mothers and their families
- Ability to conduct interviews covering extremely sensitive and confidential issues
- Problem solves in crisis situations
- Work efficiently in the field with little supervision
- Strong organizational and time management skills
- Strong communication skills
- Teamwork is essential
- Ability to prioritize
- Technology oriented –access to Wi-Fi
- Must have a valid driver's license and reliable vehicle
- Clean criminal record and child welfare check

ASC Offers:

- A rewarding career
- Flexible hours
- Supportive work environment
- Ongoing professional training and development

If you are passionate about helping families, are educated, experienced and want to make a difference in your community – we want to hear from you! Please send in your resume and cover letter quoting Competition # PCAP18.

We would like to thank all candidates in advance for their interest in this position; however, only those being considered will be contacted.