



**Siksika Family Services Corporation**  
**SIKSIKA CHILDREN'S SERVICES**  
**Temporary Assessment Caseworker Team Lead**

Temporary Full-time  
August 2025

**Closing Date: September 7, 2025**



**GENERAL STATEMENT OF POSITION:**

The Temp Unit Caseworker Team Lead position has a combination of duties related to “On-going Temp Assessment” cases under EA/AO/ IC/CO/TGO/CAWG/CAWY/FEA/SO Orders. The Caseworker T/L is responsible for determining on-going safety of children; ensuring services are provided to children, families, and establishing relationships with community partners. Performs on-going assessment services according to the Child, Youth and Family Enhancement Act (CYFEA) of Alberta, Prevention of Sexually Exploited Children’s Act, Family Law Act, FOIP, Drug Endangerment Children’s Act, Protection Against Family Violence Act, and other related legislation and Siksika Children’s Services Policies and Procedures.

The Supervisor is a member of the management team on operational matters and planning new initiatives. This person provides leadership, training, support and direction to program and administrations staff and approves all direct service provisions.

**Duties & Responsibilities:**

- Daily Consults with Child Protection Team on all activities, duties and responsibilities.
- Delegated as Temp Guardian of Children under the Care of the Director of Siksika Children’s Services.
- Works collaboratively regarding case transfer process from Intakes/Investigations Unit; and case transfer process to SIL/SFAA/SFP Units and Reunification/Prevention.
- 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 within the Siksika Community.
- Conducts random weekly review of caseload files for program compliance, CICIO and TAPIS updates.
- Responsible for addressing complaints against staff/program by documenting the complaint, action taken, follow up and filing in appropriate file.

**EDUCATION AND EXPERIENCE:**

- Bachelor of 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.



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- 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](mailto:hrm@siksikafamilyservices.com)

Please quote **Temporary Assessment Caseworker Team Lead** in 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.*