



INDIGENOUS PRISON COMMUNITY OUTREACH CASE MANAGER Position Description

POSITION TYPE: Regular Full Time

POSITION SUMMARY:

The Indigenous Prison Community Outreach Case Manager provides individual and group support to women who are incarcerated or in the community as they progress on their pathway to healing. The Indigenous Prison Community Outreach Case Manager is responsible for participating in all aspects of program development including planning, implementation, administration, and evaluation. The Indigenous Prison Community Outreach Case Manager ensures the program is progressively changing with the needs of clients, trends in the community, and the criminal justice system. The position requires someone with experience working with high-risk, complex, and vulnerable populations in case management.

PRIMARY RESPONSIBILITIES:

- Support incarcerated women to cope with their personal circumstances by providing information on resources/programs available to them, affirming their resilience, and promoting thoughtful informed decision-making.
- Assist each client in the development of a comprehensive individualized plan designed to maximize their integration back into society with stronger potential.
- Assess client needs with regard to urgencies/emergencies/risk levels and engage appropriate services, both internal and external to EFry.
- Provide information to enable clients to address their needs as defined by the four components of the Medicine Wheel.
- Provide short term crisis support with a focus on supporting short-term and long-term wellness goals.
- Assist with culturally appropriate referrals to and accessing of appropriate community resources.
- Assist in the planning and facilitation of networking and personal development opportunities for clients, through individual and group support.
- Assist clients to develop and/or maintain links to their identified social supports and cultural connections.
- Advocate on behalf of clients through interactions with community and government agencies, and role model access to these resources.
- Engage clients into cultural, spiritual, and traditional supports and service delivery options relevant to their needs.
- Provide access to elders, ceremonies, and traditional activities to support healing and personal resiliency.



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REPORTING RELATIONSHIPS:

Immediate Supervisor – Program Manager

QUALIFICATIONS

- Degree or diploma in Criminal Justice, Law, Social Work or other Human Service equivalent.
- 2-5 years of experience working with Indigenous populations and doing case management
- Knowledge of community resources and Aboriginal traditions and culture.
- Experience working in the criminal justice system an asset.
- Proficiency in Microsoft Office, specifically Excel, Word, Outlook.
- Excellent oral and written communication skills.
- Ability to work independently and as part of a team.
- An understanding of women's issues, social justice advocacy, diversity and anti-oppressive practice.
- Security Clearance, valid Alberta Driver's License and access to a reliable vehicle.

Email with cover letter and resume to Ronda Dalshaug rdalshaug@elizabethfrycalgary.ca by Friday September 1, 2017 @ 4 pm.