



**ADULT PROTECTIVE SERVICES WORKER  
DEVELOPMENTAL SERVICES - CASE MANAGEMENT  
TEMPORARY FULL TIME (15 MONTH CONTRACT)**

Catholic Family Services of Hamilton (CFS) is a nonprofit, multi-service agency providing counselling, case management, education and support to families, couples and individuals living in Hamilton, Halton and the surrounding area. We offer a warm, collaborative, and mission-focused work environment that will provide you with the opportunity to have a lasting, positive impact on your community.

This position supports **developmentally disabled** individuals (18 years and older) who are living on their own to live as independently, safely, and securely as possible in the community. As a Case Manager, you will complete comprehensive and holistic assessments of an individual's needs and capacities, and in partnership with the individual, develop an Individual Service Plan addressing both short- and long-term needs.

The position will also include an expanded role to support developmentally disabled adults with aging caregivers and to maximize the opportunities for these individuals to find and retain housing to live independently in the community.

You are knowledgeable on available community resources, housing resources and referral processes in order to link individuals with services which they may choose most suitable for themselves. You provide continued support to ensure service is adequate and appropriate to their needs, and advocate for individuals to help them access and maintain needed services and supports. Your goal is to support the individual and related family/caregiver needs.

You thrive in managing crisis situations, where there has been a drastic change in support needs, coordinating resources, and working with other service providers ensuring appropriate and ongoing services are in place and providing emotional support and guidance as needed.

This position requires a highly motivated and self-directed professional with a BSW or college diploma related to health and social services and 3 years of experience in adult developmental services sector or mental health. Previous work experience as housing support worker is an asset.

You have outstanding communication skills, active listening skills and clear understanding of confidentiality and professional boundaries. You excel in judgement, professional standards, empathy and being an effective team player. You are proficient at timely and accurate documentation using electronic charting software and managing reports and statistical information. You are required to travel off-site to community locations using your own vehicle and transporting clients as needed.

**How to apply:**

Please reply with a letter of intent and resume to:

**Human Resources Coordinator**  
Catholic Family Services of Hamilton  
460 Main St. E Unit 404  
Hamilton, ON L8N 1K4  
Email: [hresources@cfshw.com](mailto:hresources@cfshw.com)

**Closing Date:** Friday, August 12, 2022

All communications will be held in strict and professional confidence. CFS would like to thank all applicants for their interest; however, only those being considered will be contacted.

CFS is committed to creating a diverse work environment and is proud to be an Equal Opportunity Employer. We welcome applications from Indigenous persons, visible minority group members, women, persons with disabilities, and LGBTQ2S+ and others who contribute to greater diversity of perspectives.

CFS is committed to inclusive, barrier-free recruitment and selection processes, and a work environment in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). We will be happy to work with applicants requesting accommodation at any stage of the hiring process.