

## *You will have knowledge of:*

- human growth and development and the impact of influencing factors;
- multicultural beliefs, values and perspectives with particular emphasis on First Nations and Métis.
- historical social values as they pertain to pregnancy and adoption;
- legislative responses to adoption planning and programs and;
- poverty and other socioeconomic issues such as those relating to the adoption triad and how they impact on people.

The Department of Community Resources and Employment is committed to workplace diversity and encourages applications from qualified persons of aboriginal ancestry; persons with disabilities; members of visible minorities; and women seeking management or non-traditional roles.

# Careers

## Post Adoption Worker

Post Adoption Workers require a Bachelor of Social Work, Bachelor of Indian Social Work or an alternate bachelor level social work degree from an accredited university, as approved by the CASW/CASSW.

Post adoption involves the disclosure of information following a legal adoption. Post adoption services may include provision of non-identifying background information; copies of legal documents; and search and contact services. Post adoption workers provide information and search services upon request for:

- adults who were adopted as children;
- birth parents (including birth fathers in some circumstances);
- birth family members and;
- parents who have adopted a child.

This factsheet describes the job of a post adoption worker who is part of the centralized Post Adoption Registry team located in Regina.



## ***The Job***

Your responsibilities include:

- administering *The Adoption Act*, The Adoption Regulations, *The Child and Family Services Act*, *The Vital Statistics Act*, and related departmental policies in order to provide services to members of adoption triads identified from adoption files which have been finalized in Saskatchewan since 1922;
- undertaking discreet investigations and facilitating communication, reunions and counseling for adoptees, birth and adoptive parents;
- providing similar services to former children in care;
- screening and responding to telephone inquiries, preparing background from existing on-line adoption files and conducting interviews;
- maintaining up-to-date and accurate file recordings and;
- participating in provincial meetings or consultations with regional post adoption workers and supervisors and liaising with post adoption agencies in other provinces or countries.

## ***The Person***

You will have the ability to:

- apply the family-centered case management model when assessing, developing, implementing, evaluating and adjusting case plans in collaboration with the client and others to establish goals and meet diverse client and family needs;

- organize, present and record information in a clear, concise, complete, accurate and timely manner which allows others to understand the reasons for a decision or recommendations or the need for further action;
- interpret and apply legislation and policies to complex situations;
- work independently, interdependently and participate as a contributing member in a variety of teams within the workplace, community and other government departments and agencies;
- lead, encourage, advise and cooperate with colleagues to promote and maintain healthy relationships while achieving client, team and department goals;
- access, retrieve, input and process information using various electronic systems in an accurate manner and;
- plan and conduct interviews and support client inquiries.

## ***Post Adoption Workers are:***

- goal and client service oriented to provide quality services;
- articulate, organized and caring;
- empathetic and respectful in order to engage people and build relationships and;
- enthusiastic and motivated.