



MI'GMAQ CHILD AND FAMILY SERVICES OF NEW BRUNSWICK INC.

Intake and Investigation Social Worker- Miramichi area

Mi'gmaq Child and Family Services of New Brunswick Inc. (MCFSNB) is seeking an individual to join their team as an **Intake and Investigation Social Worker** in the Miramichi area.

The Intake & Investigation Social Worker supports the organization's goals and objectives through the effective delivery of front-line child protection services, including intake, screening, assessment, and investigation of reports of concern, in accordance with the Child and Youth Well-Being Act.

KEY RESPONSIBILITIES:

- Receive, document, and screen referrals from internal and external sources;
- Apply the New Brunswick Structured Decision-Making Model to assess child safety, risk, and response priority;
- Conduct timely and thorough investigations into allegations of abuse and/or neglect;
- Complete safety assessments, risk assessments, and develop safety plans where required;
- Determine appropriate case directions, including investigation, referral, or closure in consultation with the Supervisor;
- Respond to urgent child protection concerns, including after-hours emergency situations and immediate safety interventions where required;
- Maintain accurate, timely, and complete case documentation using mCase, NB Families, and other required systems;
- Prepare reports, affidavits, court documents, and records for internal review, audits, and legislative compliance;
- Keep the Intake and Investigation Supervisor informed of matters involving legal risk, safety concerns, or high-risk decision-making;
- Represent the organization in court, tribunals, case conferences, and other professional settings as required;
- Perform other related duties as required to support the team.

ESSENTIAL QUALIFICATIONS:

- Bachelor of Social Work (BSW) from an accredited institution;
- Registered member in good standing, or eligible for registration, with the New Brunswick Association of Social Workers;
- Minimum one (1) to three (3) years of related front-line child protection or social services experience;
- Equivalent combinations of education and extensive directly related experience may be considered where appropriate;
- Strong knowledge of applicable legislation, policy, documentation, and reporting requirements;
- Solid understanding of Mi'gmaq culture, values, traditions, and socio-economic conditions.

OTHER REQUIRED TRAINING, CERTIFICATION AND/OR CONDITIONS:

- A current Criminal Record Check as required under law to work with the vulnerable sector
- Prior contact check with the Department of Social Development
- The ability to travel throughout the community's territory and within the province as required
- The ability and commitment to participate in on-call rotation and work flexible hours, including evenings and weekends, when required.

** Preference will be given to qualified Indigenous Candidates.

SALARY:

\$1,604 to \$1,970 weekly and a 15% adjustment for those working in protection as well as competitive pension and benefit programs.

BENEFITS:

- Health and dental benefits: employer pays 80% and employee pays 20%
- Maternity top-up is up to 95%

Those candidates interested in applying for this position are invited to submit a resume demonstrating their relevant qualifications to HR@mcfnsb.ca no later than August 5th, 2026.

