

CHILD SPECIFIC RECRUITER – Southern Vancouver Island

Are you eager to make an impact using your child welfare and youth experience? Do you want to use your skills and experience to help children and youth in care find adoptive and permanency families? Would you like to work with a friendly and diverse team of colleagues who are dedicated to realizing the vision of “family for every child”? If you’ve answered yes, we’d love to talk to you!

About AFABC

For 45 years, the Adoptive Families Association of British Columbia (AFABC) has been providing ground-breaking programs for families, children, and youth.

Today, AFABC helps find families for the hundreds of children and youth in BC who are waiting for a permanent home. We provide education, support and connection for BC’s adoption and permanency community, which includes prospective and waiting adoptive parents, adoptive families, and families providing other forms of love and stability—such as guardianship, relatives raising relatives, and Indigenous customary forms of care. We support thousands of young people aging out of government care and navigating early adulthood.

AFABC is in an exciting period of transformation, implementing a bold strategic plan to align with big changes in the world of adoption and child welfare. In the year ahead, we’ll launch a new name, brand and website that will serve our expanding audience, enable us to work in greater harmony with Indigenous peoples, and support increased fundraising to fuel our work.

About the Opportunity

The Child Specific Recruiter – South Island will work directly with the child to seek a permanent family and prepare them for adoption, transition, and support following placement. This position reports to the Manager, Recruitment & Family Support.

This role will work primarily from a home office based in the Southern Vancouver Island (e.g. Victoria, Duncan, Nanaimo etc.) of British Columbia from Monday to Friday, 9:00 am – 4:30 pm (35 hours per week) with the flexibility to change hours based on travel needs to meet assigned children and youth, in-person, in the region as needed.

Compensation will be based on a full-time competitive salary depending on qualifications. AFABC’s benefits include a home office allowance, a comprehensive benefits package (AFABC pays 100% of premiums), an RRSP matching program, 3 weeks annual vacation, and support for ongoing professional development.

AFABC is an equal opportunity employer. We recruit, employ, train, compensate and promote regardless of race, religion, colour, place of origin, sex, sexual orientation, disability, age, and

any other protected ground under The BC Human Rights Code. All qualified applicants will be considered for employment.

Major Duties and Responsibilities

- Conduct in-depth case file reviews and document relevant information about the child, family, and connections
- Create and update a recruitment plan quarterly
- Assess the child's readiness for adoption quarterly
- Attend meetings with professionals to discuss the child's well-being and case planning
- Maintain up-to-date case files and document all work completed
- Conduct diligent searches for permanency using various methods, including searching for the child's biological family and engaging with them, connecting with the child's network, and using adoption management systems and resources
- Coordinate and deliver information sessions and other community events
- Build a trusting relationship with the child and prepare them for adoption through activities such as outings and life bookwork
- Take an active role in transition planning and provide transition support as needed to the child, foster family, adoptive family, and adoption professionals once a match has been made
- Monitor, track, evaluate, and report on program effectiveness and participate in agency accreditation
- Promote awareness of the program and work with the team to review and allocate referrals
- Perform other duties as required

Minimum Qualifications:

- A university degree, college diploma or certificate in social work, child and youth care, or a related field, or a combination of education and relevant experience
- Minimum 1 or 2 years of experience working with families and children, child welfare, adoption, foster care, or issues facing children and youth
- Must have an established home office with secure internet
- Must have a valid driver's licence and access to a vehicle
- Able to use Microsoft Office and social media platforms (e.g., Facebook)
- Able to handle confidential information with discretion, and sensitivity.
- Able to organize and manage work and travel with minimal supervision.

Our head office is located on the ancestral, unceded lands of the səliłwətaʔt (Tsleil-Waututh), Sḵwəxwú7mesh Úxwumixw (Squamish), and xʷməθkʷəy̓əm (Musqueam) Nations. AFABC is committed to listening, learning, and participating in truth and reconciliation.

Please send your resume and cover letter to hiringcommittee@bcadoption.com