

Permanency Support Specialist

Lower Mainland

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 answered yes, we’d love to talk to you!

About the Belonging Network:

For almost 50 years, the Belonging Network has provided groundbreaking programs for families, children, and youth. We believe that everyone needs to belong. We’re working for a world where every child and youth has the love, stability, and support they need to reach their fullest potential.

The Belonging Network 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.

About the role:

Reporting to the Manager, Permanency and Family Support, the Permanency Support Specialist (PSS) will work directly with children and youth to seek a permanent family and prepare them for permanency, transition, and support following placement.

This is a full-time position working 5 days/week (35 hours), with the flexibility to adjust hours based on travel needs to meet children and youth in person. When not meeting in person with children, youth, their families, and caregivers, the PSS will primarily work from a home office, with some required attendance at our downtown office.

Major duties and responsibilities:

- Conduct in-depth case file reviews and document pertinent information regarding a child’s history, health and development, family, and connections.
- Create a permanency plan to be updated quarterly.
- Assess the child’s readiness for adoption quarterly.
- Attend meetings with other professionals regarding the child/youth’s well-being and participate in case planning.
- Document all work completed and keep case files up to date.
- Conduct a diligent search for a permanent family using a variety of methods, including:
 - Search for the child’s biological family and engage with them regarding permanency goals.

- Connect with the band/culture in coordination with MCFD.
- Connect with individuals in the child's or youth's network (e.g., foster parent(s), youth workers, school officials, coaches, and other significant connections).
- Utilize general and targeted permanency programs and activities through the Belonging Network and MCFD.
- Create profiles and videos of children and youth to be shared, and review home studies.
- Build a trusting relationship with the child and prepare them for permanency. This can involve fun outings, life book work, and using other resources to prepare them as needed.
- Support MCFD with intensive family finding and provide a final report.
- Create the child's or youth's life book.
- Take an active role in transition planning by creating transition schedules and communicating logistics with all stakeholders.
- Provide transition support as needed to the child, foster family, permanency family, and professionals once a match has been made and the child is preparing to move to the new family.
- Monitor, track, and evaluate program effectiveness, reporting to the Belonging Network and MCFD.
- Participate in ongoing agency accreditation.
- Promote awareness of the program and work with the team to review and allocate referrals.
- Perform other duties as required.

Required qualifications and skills:

- Post-secondary education in social work, child and youth care, or a related field.
- Minimum of 1–2 years of experience working in child welfare and with issues facing children and youth with special needs.
- An established home office with secure internet access.
- A valid driver's license and access to a vehicle.
- Ability to travel and work flexible hours.
- Strong written, verbal, and online communication skills.
- Ability to use Microsoft Office and social media platforms such as Facebook.
- Ability to handle confidential information with discretion and sensitivity.
- Ability to organize, prioritize, manage work and travel with minimal supervision.

Desired qualifications, experience, and skills:

- Familiarity with adoption, child welfare, Indigenous cultures, child and adolescent development, and issues facing children and youth with complex needs.
- Familiarity with culturally competent practices reflective of the diversity of the population served.
- Ability to work collaboratively with the management team toward strategic organizational goals.

- Ability to meet departmental contract deliverables and goals efficiently and effectively.
- Ability to learn new software and digital tools quickly and confidently, with a high degree of independence.
- Familiarity with non-profit/charitable contexts and dependence on multiple funding sources.
- Lived adoption or permanency experience is an asset.
- Connection to the Indigenous community is an asset.

Compensation:

Compensation will be based on a full-time salary of \$58,000 - \$63,000 per year, depending on qualifications. The Belonging Network's benefits include a home office allowance, a comprehensive benefits package (we pay 100% of premiums), an RRSP matching program, 3 weeks of annual vacation, and support for ongoing professional development.

To apply:

Please email your cover letter and resume as one combined PDF document with "Permanency Support Specialist" in the subject line to hiringcommittee@belongingnetwork.com. The closing date to receive applications for this position is May 12, 2025. Please note that only candidates being considered for the position will be contacted.

The Belonging Network 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.

Our head office is located on the ancestral, unceded lands of the səliłw̓ ətaʔt̓ (Tsleil-Waututh), Sk̓wx̓ wú7mesh Úxwumixw (Squamish), and x̓w̓məθk̓w̓əy̓ əm (Musqueam) Nations. The Belonging Network is committed to listening, learning, and participating in truth and reconciliation.