



## **AMCAL FAMILY SERVICES**

### **Supervised Visitation Program**

**Position Title:** Supervised Visitation Worker  
**Reporting to:** SVP Coordinator  
**Position Type:** Part-time, 8-15 hrs per week, Fridays & Weekends (flex)  
**Salary:** \$20.21 to \$26.55

#### **Position Overview**

The Supervised Visitation Worker (SVW) is responsible for providing families with a safe and neutral environment for visitations. They observe visitations between parents and their children and generate detailed observational reports. Their primary objective is to ensure the well-being of the children and create an environment conducive to healthy parent-child interactions.

#### **Responsibilities**

##### **1. Supervision and Observation**

- Facilitate supervised visitations between parents and children in a safe and neutral setting.
- Observe and document parent-child interactions during visitations while maintaining a non-intrusive presence.
- Ensure the physical and emotional safety of all participants throughout the visitation process.
- Intervene when necessary to address any potential safety concerns or inappropriate behavior, maintaining professionalism and adhering to program guidelines.

##### **2. Report Writing**

- Prepare detailed and accurate observational reports documenting the interactions, behaviors, and dynamics observed during visitations.
- Use clear and objective language to describe observations, conversations, and any relevant incidents that occur during the visitation sessions.
- Adhere to established protocols and formatting guidelines when preparing reports.
- Submit reports within designated timelines.

##### **3. Communication and Collaboration**

- Report to the coordinator and team leader regarding any updates or concerns regarding visitations.
- Submit weekly timesheets to the coordinator.
- Attend bi-weekly team meetings.

##### **4. Professional Development and Compliance**

- Participate in training sessions and professional development activities to enhance your knowledge and skills.
- Respect confidentiality and handle sensitive information with utmost discretion.
- Adhere to AMCAL's policies and procedures, including maintaining professional boundaries and ethical standards.



## **Qualifications and Skills**

- Minimum of a CEGEP Diploma in a social services field.
- Up to 1 year of experience working with children, families and parents.
- Knowledge of family dynamics and trauma-informed care.
- Excellent observation skills and ability to maintain objectivity.
- Bilingualism is required (spoken and written).
- Team player; strong interpersonal skills; able to work independently, yet in great collaboration with colleagues.