



## Birth Parent Counsellor Job Posting

JFJ Hope Centre (JFJ), founded in 1948, is a thriving organization with a passion for children and families. Our mission states: Inspired by faith, we journey with individuals and families to create a community where everyone feels equipped and supported to lead and love their family. We are privileged to partner with birth parents, adoptive families, and those waiting to adopt. With an emphasis on hope and compassion, JFJ offers a broad range of parenting supports and programs, unplanned pregnancy counselling, and adoption services.

As a licensed adoption agency, we are currently seeking a caring, compassionate and qualified individual to join our team. The successful candidate will be responsible for providing Birth Parent Services to women and men considering private, voluntary adoption for their children. Birth Parent Counselling does not have regular or consistent hours. This is a part-time contract position that requires a flexible schedule and reports to the Program Director and Executive Director.

### **Responsibilities:**

- Provide options counselling to birth parents who are making a decision for their child or expected child.
- Provide support and education to birth parents exploring and/or pursuing an adoption plan for their child or expected child.
- Maintaining accurate documentation as required by the Ministry concerning all clients.
- Engaging in regular and ongoing supervision meetings throughout a case
- Training as required
- Managing all aspects of a case for clients choosing adoption including, but not limited to:
  - Ensuring clients receive appropriate education and information regarding all aspects of adoption.
  - Ensuring the rights of both birth parents are respected.
  - Ensuring that accurate and complete social and medical histories are obtained.
  - Liaising with hospital staff regarding birth and placement plans.
  - Attending the hospital to provide support at the time of the child's birth.
  - Accompanying birth parents in initial meeting with adoptive couple.
  - Accompanying birth parents to lawyer appointments for consent signing, when required.
  - Providing post-adoption counseling and support, as requested by clients.

- Liaising with the provincial adoption unit and other adoption professionals as required.
- Providing pre and post adoption grief support.
- **While meetings may be pre-planned around client and counsellor schedules, the birth parent counsellor must be able to prioritize availability to clients throughout the adoption process. This may include daytime, evening, weekend or in some cases nighttime hours.**

**Qualifications and skills:**

- Possess a Bachelor of Social Work, Master of Social Work, BScNursing, Psychotherapist or equivalent;
- Registration with their respective Professional College is required;
- Experience in adoption services, child welfare or with a Pregnancy Care Centre is an asset
- A car and valid driver`s license with the ability to travel is required;
- Strong social work skills
- Strong interpersonal skills
- Strong organizational skills
- Excellent communications skills, both written and verbal
- Work independently, self-motivated and have the ability to prioritize tasks
- Excellent administrative skills, record keeping and knowledge of Office 365, Teams and Zoom
- Fluent in English
- Team player
- A commitment to JFJ Hope Centre vision, mission and values

**Description:** Part-time, Contract. Birth Parent Counsellors work on a case by case basis with clients throughout the province of Ontario. Birth Parent Counsellors are paid an hourly wage for client work, report writing, required meetings and travel. A flexible schedule is a requirement as is the ability to be available to clients throughout the adoption process.

JFJ Hope Centre strives to create a supportive and inclusive culture where people from all backgrounds can thrive. Our aim is to ensure all employees, volunteers and those interested in joining our team are given equal opportunity and that our organization is representative of all sections of society. We encourage all qualified applicants to apply.

If you want to make a difference in the lives of children and their families and become part of a caring team committed to Building Families and Changing Lives, please send a resume and cover letter to [adoption@jfjhopecentre.ca](mailto:adoption@jfjhopecentre.ca) by Friday, August 4, 2023