



Career Opportunity

Social Client Support Worker
(Full-time)

Closing:

March 16, 2026

Anticipated Start Date:

As soon as possible

Salary Range:

\$55,000 - \$60,000

(Based on Qualifications and Experience)

General Description

Reporting to the Director of Social Assistance the Social Client Support Worker provides direct support to individuals and families accessing social services. The position exists to work with clients to assess needs, share information, connect them to supports, and encourage stability and independence while respecting dignity, confidentiality, and community context.

Responsibilities

Direct Client Support and Case Management

- Meet with clients to assess needs, goals, and eligibility
- Maintain regular contact through meetings, outreach, and follow up
- Support clients in understanding programs, expectations, and options
- Document client interactions and outcomes accurately

Home Visits and Monitoring

- Conduct home inspections when required or appropriate
- Identify safety, wellbeing, or compliance concerns
- Provide guidance and referrals based on observed needs

Coordination and Referrals

- Connect clients to internal and external services
- Share accurate information on available supports
- Coordinate with service providers to support client outcomes

Records, Compliance, and Confidentiality

- Maintain complete and confidential client records
- Follow policies, procedures, and privacy requirements
- Report issues or risks to the Director of Social

Qualifications and Experience/Skills

- Completion of Grade 12 or equivalent. Post secondary education in social services is an asset.
- Minimum two years experience working with clients in a social or community service setting.

- Strong communication and interpersonal skills
- Ability to work respectfully with individuals and families
- Ability to maintain confidentiality and professional boundaries
- Knowledge of community resources and supports
- Basic computer skills for documentation and reporting
- Experience working in a First Nations Community is preferred.
- Valid driver's license required and access to reliable transportation.
- A Criminal Record and Child Abuse Registry check is required.

Working Conditions

- 35 hours per week, Monday to Friday 8:00 am to 4:00 pm with a one-hour unpaid lunch and two 15-minute breaks.

Benefits

This position comes with a variety of benefits including Sick, Personal and Vacation Leave, Health, Dental, Disability and Life Insurance, an Employee & Family Assistance Program and employer matched Pension Plan.

Please apply with a resume, cover letter and criminal records check to:

Human Resources Department

Email employmentapplication@sipeknekatik.ca

Mail/drop off: 522 Church Street, Indian Brook, NS B0N 2H0

We are an equal opportunity employer; however, qualified Aboriginal applicants will be given priority in accordance with the Aboriginal Employment Preference Policy of the Canadian Human Rights Commission. The Band will not assume any expenses related to any job application process, included but not limited to travel, relocation, and application development. Please note certain positions come with mandatory employee benefits.

Only those applicants who qualify for an interview will be contacted.