



## **Family Transition Advisor (FTA) - Transition Unit New Brunswick and Prince Edward Island**

**Posted by:** CFMWS

**Posting date:** 25-Apr-2023      **Closing date:** 25-Jul-2023

**Education:** College diploma or certificate in Social Service

**Language:** English (Required)

**Job location:**

**Salary:** \$\$79,920–\$94,060

**Years of Experience:** 1 year

**Vacancy:** 2

**Job Type:** Full Time

**Job id:** CAJ2077053

**Expired**

### **Job description:**

#### **WHO WE ARE**

CFMWS. A job with purpose. Our 4000+ person strong organization champions a healthy, fun, creative and active lifestyle for Canadian Armed Forces members, Veterans and their families. Help us deliver a variety of recreation and fitness programs, offer family support, organize charity events and make sure our members access retail, travel and banking discounts and customized financial services. At Canadian Forces Morale and Welfare Services (CFMWS), we love what we do. And we live it too.

#### **THE ROLE**

The primary role of the Family Transition Advisor (FTA) - Transition Unit New Brunswick and Prince Edward Island is to engage with military families and remain as the main point of contact for the family during the Military to Civilian Transition process or while navigating retention options. They understand the unique characteristics of the military lifestyle, including transition. They are responsible to map the communities that fall under their Area of Responsibility (AOR) and maintain community resources to provide tailored support to families while navigating transition out of the Canadian Armed Forces.

The FTA provides guided support and encouragement to foster resilience within the family, while respecting their right to autonomy; cultivates a safe environment and collaborative relationship through the use of micro-skills; and advocates on behalf of the family as required. The FTA also provides information, resources and referrals to internal and external partners, including the Family Liaison Officer or Family Counselor for more complex interventions, to the Veteran Family Program Coordinator (VFPC) for continuity of care for families shifting to the medical release process; or community resources where needed.

The FTA will liaise with community service providers to identify local community programs, services and activities that meet the needs of CAF families, as well as develop and maintain partnerships with community groups, support agencies, schools and other organizations to enhance service delivery to CAF families.

## **QUALIFICATIONS NEEDED**

### **Education, Certifications and Licenses**

College diploma or certificate in Social Service, Adult Education, Community Development or a related field  
AND

Some years of experience in human sciences or a related field

### **Experience**

- In developing and delivering information sessions to groups and individuals
- In working with adults, children, and youths
- In community development
- In working with a wide cross-section of the community representing diverse backgrounds, cultures and social-economic circumstances and divergent goals
- In building community partnerships
- In mental health industry, an asset
- In crisis intervention, an asset
- In group facilitation
- In maintaining databases and/or spreadsheets
- In creating visual aids and support material
- In conducting client needs assessments and coaching
- In organizing, implementing and evaluating programs

### **Competencies, Skills and Abilities**

Client focus, organizational knowledge, communication, innovation, teamwork and leadership.

## **LANGUAGE REQUIREMENTS**

Bilingual Essential  
Reading: Advanced  
Writing: Functional  
Oral: Advanced

### **BENEFITS AVAILABLE**

**Health Benefits:** Drug coverage, travel insurance, dental, vision, life insurance, disability insurance and accidental death and dismemberment coverage.

**Work Life Balance:** A wide range of paid/unpaid leave, including paid vacation, family related leave and personal days.

**Retirement Planning:** Group Savings Plans.

**Learning and Development:** Online learning opportunities and second language training

**Perks:** Discounts through CF Appreciation.

### **OTHER INFORMATION**

#### **CONDITIONS OF EMPLOYMENT**

- Travel is required, as the position will be supporting families at the following Transition Centres – Gagetown and Charlottetown.
- Driver's license is a requirement.
- Enhanced Reliability Clearance and Vulnerable Sector Check.
- This is an on-site position. Remote work may be required depending on health and safety considerations.
- The selection process will be done virtually.

#### **INCLUSION AND ACCOMMODATION**

CFMWS is committed to providing an inclusive, equitable and accessible environment, where all employees feel valued, respected and supported. We welcome applications from all qualified candidates who can help us build a workforce that reflects the diversity of the communities in which we live. Accommodations are available to all candidates identifying a need during the selection process.

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