



Family Law Social Workers

Occupational Family/Code – Human Services: HFL

Profile created: 1997 03

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Occupation Summary	Selection of Competencies	Knowledge	Skills	Personal Attributes
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Family Law Division workers are part of an inter-disciplinary team of social workers, registrars and the judiciary responsible for assessing families experiencing separation and divorce in order to recommend child custody and access. They prepare written recommendations which focus on "the best interests of the child" in response to court orders and present these recommendations in pre-trial conferences or at trial. Family Law Division workers develop and deliver public education seminars and provide information to the legal profession, the general public and community agencies about separation and divorce related issues. They organize and monitor court-ordered supervised access visits.

Family Law Division workers may be required to travel and/or drive throughout the city or in rural areas in order to conduct family assessments. They will be required to work flexible hours. They may encounter rude or angry people. A criminal record clearance is required.



Knowledge

Knowledge is the baseline of information acquired through work and life experiences, learning situations and formal education which enables an individual to perform from an informed perspective.

Acts/Regulations/ Legislation

- Knowledge of applicable procedures, policies, legislation and court processes. **(Learn)**
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Theories/Principles

- Knowledge of the dynamics of separation and divorce on adults and children. **(Bring/Learn)**
 - Knowledge of human growth and child development. **(Bring)**
 - Knowledge of social and family systems theory and contributing factors to family functioning. **(Bring)**
 - Knowledge of principles and techniques of adult and child learning. **(Bring/Learn)**
 - Knowledge of the systemic barriers that affect clients (sexism, racism, gender, poverty and socio-economic issues). **(Bring)**
 - Knowledge of cultural beliefs, values, perspectives and practices. **(Bring)**
 - Knowledge of counselling and intervention theories and practices. **(Bring)**
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Skills

Skills are those demonstrated abilities, or proficiencies which one has learned from their past. These are acquired/developed from past work and life experience, including volunteer work, independent study, life events, community and leisure activities, and formal training.

Skills are demonstrable, measurable and are transferable from one situation to another.

Communication

- Ability to organize, present and record information in a clear, concise, complete, accurate and timely manner which allows others to understand the reasons for decisions/recommendations or the need for further action. **(Bring)**

Personal attributes which may link with this skill statement include: creative, thorough, attentive to detail...

- Ability to plan and conduct interviews and discussions with adults and children who may display a broad range of emotions, to gather, share and clarify information. **(Bring)**

Personal attributes which may link with this skill statement include: empathetic, patient, tactful...

- Ability to develop, deliver and facilitate clear and concise information sessions and educational modules using language appropriate to the audience. **(Learn)**

Personal attributes which may link with this skill statement include: thorough, flexible, self-confident...

Leadership

- Ability to provide leadership by encouraging, co-operating, and advising others to promote and maintain healthy and positive relationships and achieve client, team and ministerial goals. **(Bring)**

Personal attributes which may link with this skill statement include: diplomatic, flexible, tactful...



Problem Solving

- Ability to identify and recommend appropriate community resources in response to specific client needs. **(Learn)**

Personal attributes which may link with this skill statement include: open-minded, creative, flexible...

- Ability to investigate, assess and evaluate family and individual functioning within the context of separation and divorce to make custody and access recommendations considering the best interests of the child. **(Bring)**

Personal attributes which may link with this skill statement include: non-judgmental, thorough, empathetic...

Interpersonal

- Ability to promote healthy communities, share resources and provide quality service to individual clients and families. **(Learn)**

Personal attributes which may link with this skill statement include: diplomatic, tactful, creative...

- Ability to develop and maintain open and honest work relationships with a challenging and diverse range of individuals, interest groups and related service providers. **(Bring)**

Personal attributes which may link with this skill statement include: open-minded, non-judgmental, flexible...

- Ability to recognize and accommodate cultural and socio-economic differences when considering client needs. **(Bring)**

Personal attributes which may link with this skill statement include: open-minded, non-judgmental...

Team/Independence

- Ability to work independently, interdependently and participate as a contributing member of a variety of work teams within the workplace, community and other ministries/agencies. **(Bring)**

Personal attributes which may link with this skill statement include: flexible, adaptable, tactful...



Organizational

- Ability to independently and interdependently plan, establish and adjust for high volume, diversity and conflicts related to case specific and/or program/ministerial development. **(Bring)**

Personal attributes which may link with this skill statement include: creative, adaptable, thorough...

Analytical

- Ability to interpret and apply the intent of legislation and regulations to complex, controversial and/or ambiguous situations with disputed or limited facts. **(Learn)**

Personal attributes which may link with this skill statement include: thorough, attentive to detail...

- Ability to gather, analyze and integrate conflicting and incomplete information from numerous sources into an understandable and objective description of events. **(Bring)**

Personal attributes which may link with this skill statement include: thorough, attentive to detail, creative...

Technical

- Ability to access, retrieve, input and process information using various electronic systems in an accurate and timely manner. **(Bring)**

Personal attributes which may link with this skill statement include: thorough, attentive to detail...

Safety/Stress/Security

- Ability to recognize indicators of stress and take steps to minimize its impact on job performance, well being and safety of yourself and others. **(Bring)**

Personal attributes which may link with this skill statement include: adaptable, flexible, self-confident...



- Ability to recognize potential risks to the safety and well being of clients, staff and community and take timely and appropriate action to respond to crisis situations. (Bring)

Personal attributes which may link with this skill statement include: self-confident, attentive to detail...



Personal Attributes

(Bring)

Personal Attributes identify qualities of character, which a person must have to be an effective and successful performer in the job. They are underlying characteristics which are deep and enduring parts of an individual expressed most of the time. They are one's personal style or personal effectiveness, such as feelings, attitudes, habits and traits. Each of these is demonstrated by behavioural examples which allow one to objectively determine whether an individual possesses the required personal attributes.

Attributes, together with the knowledge and skill competencies, help you to predict what a person will do in a given situation.

Personal attributes for the Justice Family Law Social Workers include:

To Be...

- child focused
- ethical/ honest
- thorough/ attentive to detail
- aware of own biases, emotions and beliefs/ self-confident
- open-minded/ non-judgmental
- empathetic/ sensitive
- accepting/ respectful of differences in people
- accommodating
- inquisitive
- diplomatic, tactful
- creative/ adaptable/ flexible
- caring/ supportive of co-worker
- energetic
- patient

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