



## Employment Opportunity

**Employer:** The British Columbia College of Social Workers (BCCSW)  
**Position Title:** Investigator  
**Reports To:** Investigative Counsel  
**Status:** Full-Time One Year Term  
**Closing Date:** 02-May-2021

As a regulatory body for Social Workers in British Columbia, BCCSW acts within its statutory authority to develop and administer policies, procedures and practices that reflect the mandate of the College, which is to serve and protect the public by superintending the practice of social work in British Columbia. Founded in 2008, BCCSW is governed by a 12-member Board comprised of two public members and ten elected members from over 5,000 province wide registered social workers.

### General Overview:

Working under direction of the Investigative Counsel, the Investigator is responsible for assisting the BCCSW's Inquiry Department with the complaint process in accordance with the *Social Workers Act*, Social Workers Regulation, BCCSW bylaws and other applicable legislation. This position primarily carries out the functions and duties related to investigating complaints concerning potential social worker misconduct.

### Primary Job Duties and Activities:

- The Investigator deploys investigative best practices to obtain evidence which proves or disproves a breach of the legislation, bylaws, code of ethics, or standards of practice by a registered social worker.
- The Investigator exercises considerable initiative and flexibility when responding to the changing circumstances of complex investigations.
- Complaints are often made by and/or involve vulnerable persons and minorities. The Investigator must be able to interact with and collect information from these individuals in a sensitive and culturally safe manner.
- In making file management decisions, the Investigator draws on their knowledge of all relevant legislation, evidentiary standards, and requirements, as well as industry knowledge, and prioritizes files according to risk of harm to the public.
- The Investigator produces clear and detailed reports on their findings for use by the Inquiry Committee and legal counsel.
- Committee members, board, and legal counsel rely on the Investigator's acumen, judgement, and tenacity to make compelling cases for regulatory action which are subject to public scrutiny.
- Timely and focused investigations are critical to the success of the regulatory program, and the Investigator achieves established performance targets and service standards.

- The Investigator is required to give evidence at administrative hearings and/or court.

### **Education and Work Experience:**

- Post-secondary degree with additional training in administrative law, criminal law and/or advanced investigative techniques
- Minimum of 2 years of investigative experience, including independent conduct of investigations
- Investigative experience in regulatory, health or HR environment an asset
- Experience interpreting laws, bylaws, and policies
- Experience in or understanding of professional regulatory functions an asset
- An equivalent combination of education and experience may be considered

### **Personal Characteristics:**

- Detail oriented with strong organizational skills.
- Solid oral and written communication skills.
- Sound ethical and professional reputation
  - Criminal record checks as per BCCSW registration applicates will be required.
- Innovative thinker with strong analytical abilities and ability to assess information quickly and make valid, reliable, evidence-informed decisions.
- Ability to present to various audiences, and in various settings, including professional and administrative settings.
- Ability to manage interactions with cultural safety and humility.

### **How to apply:**

To express interest in this position, send email with resume to [office.coordinator@bccsw.ca](mailto:office.coordinator@bccsw.ca) , no later than 02-May-2021

While the BCCSW sincerely appreciates all applications, only those candidates selected for interview will be contacted.