



<b>Job title</b>	Child and Youth Care Worker
<b>Reports to</b>	Director of ICYFS
<b>Date</b>	May, 2017

### Job purpose

The Child and Youth Care Worker (CYCW) works within the Child Youth and Family Services Program (CYFS) at The Boys and Girls Clubs of Central Vancouver Island (BGCCVI) providing services and support to participants referred to the program from the Ministry of Children and Family Development.

The CYCW provides emotional support and coaching to adults, youth and/or children. Services include behavioral stabilization, social skill development, connecting participants and their families to community resources and parent education. Work with participants can occur on a one to one basis and/or in small group environments. The Child and Youth Care Worker assists participants in identifying, understanding, and overcoming personal/family problems, and in establishing and achieving realistic goals for service that are combined with goals put forward by the referring individual.

*Diversion and Intervention programs utilize strategies designed to intervene with at-risk or identified individuals to reduce or eliminate identified concerns. Within the Child welfare fields, examples include alternative response, differential response or multiple response systems.*

*Intervention programs target persons who are exhibiting early signs of identified programs and are at risk for continued or increased problems.*

### Duties and responsibilities

- Meet with participants, prepare case histories and obtain background information. Assesses the participant's suitability for the CYFS Program and make referrals to other suitable programs within the BGCCVI and/or outside agencies in the community.
- Assists the case management team to identify participant needs, concerns and strengths. Provides input to the development of participant goals and objectives.
- Monitors participant's progress and evaluates their identified outcomes on an ongoing basis. Recommends changes or improvements to child/family program plans through Assessment, Interim and Discharge reports.
- Recognizes potential crisis situations, analyzes such situations accurately, develops strategies to deal with such situations, and informs the program coordinator when such incidents arise.
- Provides emotional support and feedback to participants (and their families). Assists participants in attending appointments and provides transportation when necessary.
- Teaches and role models life skills and behaviour management to participants and their caregivers. Serves as a positive role model to all program participants.



- Facilitates physical, recreational, social and educational activities one on one and in small groups.
- Maintains all necessary participant and program reports and statistics. Is skilled in utilizing computer client information systems and ensures that all required documentation is accurate and complete.
- Identifies social, economic, recreational, and educational services in the community that will meet participant needs. Maintains liaison with other agencies, professionals, government officials, and the community.
- Performs other related duties as required.
- *Personnel have skill and knowledge in evidence informed/evidence based theory and practice in diversionary alternatives*
- *Two or more specified strategies are utilized in services with each participant*
- *Utilizes a plan or written logic model to guide the programs approach to service delivery*
- *Engages in community collaboration and is knowledgeable about referral process*

## Qualifications

### *Education*

- A degree in Social/Human Services or a combination of education and experience is required for this position.

### *Experience*

- At least one year's previous work experience in a similar environment is required. Previous direct program delivery experience in the community social services sector with a demonstrated working knowledge of a specific community based program and related provincial and community support is required.

### *Knowledge, skills and abilities*

- Demonstrated ability to teach skills and work effectively with others
- Effective interpersonal skills
- Strong written, verbal, facilitation and interpersonal communication skills
- Strong management, scheduling and multi-tasking skills.
- Knowledge of theory, principles and practices in the field of child and youth care or social work
- Ability to work well independently and as part of a team

## Personal Characteristics

- Outgoing personality and capable of establishing rapport with hard to reach participants
- Strong boundaries both personally and professionally
- Open-mindedness and flexibility with approach and ideas
- Self-awareness including personal triggers and self-care strategies



## Working conditions

This position requires the ability to work in a stressful environment often dealing with clientele in crisis situations brought about by social and family problems. The ability to function independently frequently under pressure while managing multiple priorities and tasks, including emergency situations is an ongoing expectation of this position.

This position requires the CYCW to have access to a safe and reliable vehicle. The position also requires regular transportation of clients. As a result the CYCW must present and maintain a clean driver's abstract.

## Direct Reports

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Approved by:	Corey Sugiyama – Director of iCYFS
Date approved:	May, 2017
Reviewed:	Director of HR & OE