



TOUCHSTONE FAMILY ASSOCIATION

JOB DESCRIPTION

Job Title: Child and Youth Care Counsellor (Relief)

Job Summary: The Child and Youth Care Counsellor (relief) is responsible on a shift basis for providing therapeutic care to both individual and groups of adolescents or children within a residential or other setting. The worker shall provide for the emotional, social, physical and intellectual needs of adolescents/children.

Reports to: Program Director

Key Duties and Responsibilities:

- Excellent written and oral communication skills.
- Excellent time management and organizational skills.
- Will cooperate with a team approach, and support Keyworkers in implementing program goals and direction.
- Will comply with all program policies and procedures.
- Maintains working knowledge of all pertinent legislation.
- Will represent the program/agency in a positive and professional manner in the community.
- Carries out and applies clinical and therapeutic direction as required within a relationship-based model.
- Supports Keyworkers in actualizing outcomes based treatment plan for residents.
- Plans, prepares and conducts group or individual counseling sessions with clients (under Keyworker guidance and direction).
- Knowledge and skill in using clinical techniques when dealing with youth and the ability to control acting out and aggressive behavior.
- To develop and maintain a trusting relationship with youth.
- Provide a positive role model; teaches clients effective social and interpersonal skills through tasks of daily living and social activities.
- Able to provide and participate in recreation designed to meet the needs, capabilities and interest of children/adolescents.
- Keep daily written logs that provide relevant clinical and observational aspects while child/adolescents in residence.
- Maintains a thorough knowledge of community resources to meet client's needs; provides liaison, education and advocacy to other professionals, agencies and community and maintains positive relationships.

- Encourage and maintain youth in school programs or alternatives and outreach.
- Will attend and actively participate in agency training.
- Perform household chores and maintenance as requested.
- Any other duties as required.

Qualifications:

- A B.A. in related studies, Certificate of Child-Care Work or equivalent combination of comparable experience and education.
- One to three years work in a similar environment; direct experience in the community social services sector with a working knowledge of community based treatment and intervention of youth.
- Current First Aid and CPR Certificate.
- Non-violent Crisis Intervention Certificate.
- Valid Class 5 Driver's License and vehicle required.
- Satisfactory Security Clearance.
- TB Test.

Additional Information:

This position is required to work in environment often dealing with children/youth in high emotional distress. An ability to react clearly and quickly in crisis situations and maintain control of the environment is essential.

Hours of Work:

As scheduled. Must be able to work all shifts, including overnights. Must have the ability to work alone (overnights). When scheduled for an overnight shift, a change in job classification occurs as per the collective agreement. The worker is classified as a Residential Child and Youth Worker and receives the corresponding wage.

I have received and reviewed my job description as Child and Youth Care Counsellor (relief).

Signature_____

Date_____

Cc: personnel file