



**Support, every step of the way**

**EXTERNAL JOB POSTING**

**Job Title:** Children & Youth Worker

**Program:** Dual Diagnosis

**Posting Date:** November 2, 2017

**Status:** full-time; permanent; union

**Job Posting #:** 865

**Effective Date:** A.S.A.P.

**Posting Closing:** November 13, 2017

**PURPOSE:** Within a multi-disciplinary team, actively provide support and therapeutic services to individuals living with a dual diagnosis, and or Autism Spectrum Disorder. This position will be a collaborative approach with other agencies in a residential team. We are looking for a highly motivated staff who will act as a liaison and a community representative on behalf of Wesley Urban Ministries. To enrich the quality of life, promote full meaningful inclusion in the community.

**DUTIES:**

1. Collaboratively and efficiently work within a multi-disciplinary team of health and social professionals.
2. Work effectively within a strengths based, client-centered approach to service delivery.
3. Collaborate with health care team in assessing clients' health care needs, on an ongoing basis
4. Communicate with the Registered Nurse, when acute medical issues arise.
5. In collaboration with staff and clients, assist with identifying health care goals to be included within client case plans.
6. Administer medications and appropriately document distribution, according to the established
7. Demonstrate awareness and knowledge of child development and the needs of the children in the program, providing quality, engaged learning and supervision of children.
8. Aware of all applicable legislation including Duty to Report requirements under the Child and Family Services Act.
9. Welcome, support and interact with clients, remembering to be sensitive to all families including those culturally diverse, GLBTQ, young parents etc.
10. Process medication orders and consult with pharmacy as needed.

11. Respond to client needs, providing assistance and resources the program can provide.
12. Prepare and serve meals, keep dining room and kitchenette clean according to public health requirements.
13. Document and input information, in individual client files and all program communication logs and information sheets, manually and in the Client Outcome Tracking System.
14. Abide by the health and safety policies of Wesley Urban Ministries.
15. Other duties as assigned.

### **Minimum Qualifications:**

1. Diploma in Early Childhood Education, Sport and Recreation, Child and Youth Worker, Social Worker, Psychology, Sociology or Kinesiology.
2. Excellent communication skills in both written and verbal English as well as fluency in one of the following languages: Arabic, Swahili, Farsi/Dari, French, or Burmese.
3. Thorough knowledge of the program mandate which is based on physical activity, healthy eating and nutrition education, wellness and personal health education and thorough knowledge of other applicable legislation.
4. Minimum 2 years of current experience with children ages 1-18 years and community partners.
5. Documentation to support ongoing professional development in the field of early learning and care.
6. Good written and oral communications skills.
7. Demonstrated skills in working collaboratively with community partners and neighbourhood initiatives.
8. Experience and sensitivity working with all families including those in an urban core setting, culturally diverse, GLBTQ, young parents, etc.
9. Current 1st aid/CPR, Safe Food Handling Certificate, N.V.C.I. training and, SACERS and Quest 1(High Five).
10. Flexibility and readiness to adapt to change.
11. Experience and knowledge of computer and internet operations.

### **Competencies**

#### **Customer Service**

1. Builds constructive relationships characterized by a high level of acceptance, cooperation and mutual respect
2. Helps to create and contributes to a work environment that embraces and appreciates diversity
3. Values and respects the internal and external customers to the organization

#### **Accountability**

1. Takes personal responsibility for the quality and timeliness of their work, and team work
2. Believes, respects and adheres to the vision, mission and values of Wesley Urban Ministries

**Commitment**

1. Demonstrates an understanding of Wesley Urban Ministries Mission, Vision and Values through service delivery approach
2. Acts with integrity
3. Demonstrates a knowledge of the code of ethics of working in social services

Interested candidates should submit their resume and cover letter to: [hr@wesley.ca](mailto:hr@wesley.ca)

Wesley Urban Ministries is an equal opportunity employer. We encourage applications from all qualified applicants. Only candidates selected for an interview will be contacted. No phone calls, please. More information about Wesley can be found on our website, [www.wesley.ca](http://www.wesley.ca).