



**Support, every step of the way**

**EXTERNAL JOB POSTING**

**Job Title:** Youth Worker

**Program:** Wesley Youth Housing

**Posting Date:** February 12, 2018

**Status:** Relief

**Job Posting #:** 911

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

**PURPOSE:** Through a staged housing project the Wesley Youth Housing program provides an individualized and strengths-based approach with each young person to help them achieve their goals of independent living.

**DUTIES:**

1. Engage and build rapport with youth by being friendly, non-judgmental, non-intrusive, and approachable.
2. Oversee the 19 unit program and residents, handling issues that may arise.
3. Engage youth in a meaningful way providing supportive counseling, case management support, information and advocacy.
4. Ensure accurate and appropriate case co-ordination is offered and that accurate/updated client files are maintained and that challenging cases/concerns are raised at unit meetings, with Manager and/or with case conferencing always with appropriate disclosures on file and legislation adhered to.
5. Complete intake and discharge process for youth new to the program.
6. Be knowledgeable of and adhere to the purpose, goals, objectives, operational procedures and policies of the program and organizational.
7. Work with community partners in program and ensure proper communication and sharing of information.
8. Maintain an awareness of other social service agencies in the Hamilton Region and a working knowledge of the legislation that affects the target population of the program.
9. Ensure safety of team and safety of all program participants, including the entry to program.
10. Facilitate and/or organize groups for youth, as applicable.
11. Organize social/recreational events/activities, as applicable.
12. Complete statistics, client files, daily log, and other administrative documentation, as required.

13. Complete household cleaning responsibilities as required.
14. Participate in staff development and team meetings.
15. Act as a role model to clients, volunteers, students and staff.
16. Assess, intervene, as necessary and document various situations in Incident Reports and/or Serious Occurrences as per policy.
17. Provide mediation and conflict resolution
18. Other duties as assigned.

#### **QUALIFICATIONS:**

1. C.Y.W. or S.S.W. diploma, or equivalent.
2. At least three years experience working with street involved/homeless youth.
3. Experience working with at risk youth in a residential program an asset.
4. Experience in group facilitation and/or coordinating group activities.
5. Good written and oral communications skills.
6. Commitment to flexible work schedule which includes overnight and weekend hours.
7. Non-violent crisis intervention and 1<sup>st</sup> aid/CPR training.
8. Must be proficient with MS Office; some troubleshooting ability with computer systems is an asset.

#### **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

Please send resumes to: [hr@wesley.ca](mailto:hr@wesley.ca)

Wesley Urban Ministries is diverse and inclusive 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 at [www.wesley.ca](http://www.wesley.ca).