

## **SCHOOL DISTRICT NO. 5 (SOUTHEAST KOOTENAY)**

### **JOB DESCRIPTION**

**JOB TITLE:**           **YOUTH CARE WORKER**

**JOB SUMMARY:** Under the general direction and supervision of the school principal and in collaboration with the School Based Team, the Youth Care Worker provides direct and indirect support to school personnel, families, students, community and others in the process of supporting learners in their social emotional development which positively affect personal, educational and social growth. Youth Care Workers participate in the School Based Team operations and is involved with the crisis response team.

#### **QUALIFICATIONS REQUIRED:**

1. A two-year diploma from a recognized course of study at an accredited institute in child and youth care, human service work, or a related field.
2. In addition to the diploma, a minimum of one year's experience working directly in the child and youth care field, including extensive experience working with families.
3. Food Safe Certificate or willing to obtain.
4. First Aid or willing to obtain.
5. Driver's License.

#### **MUST HAVE THE ABILITY TO:**

1. Read and understand detailed documents.
2. Communicate effectively, orally and in writing.
3. Execute and understand functional numeracy.
4. Use electronic devices to search for support material and create documents.
5. Be self-directed, flexible, and work independently.
6. Manage interruptions and distracting influences while maintaining focus of the position.
7. Solve problems related to the position.
8. Undertake additional on the job training such as crisis intervention.
9. Serve as a role model for students.
10. Work with hostile and disagreeable conditions, from time to time.

#### **RESPONSIBILITIES AND DUTIES:**

1. Support and guide students, individually and in small groups, with strategies to enhance social, emotional and intellectual core competencies (such as problem solving, social and self-regulation skills).
2. Support goals as outlined in student Individual Education Plans (IEP).
3. Supervise, promote, and facilitate student participation in learning and classroom activities (may include accompanying students on field trips).

4. Monitor student progress through the collection of data.
5. Work in collaboration with the school-based team members to ensure a network of emotional, social, behavioral, and economic support.
6. Work cooperatively with a team and take directions and suggestions from supervisor or designate.
7. Communicate positively, effectively, and interact as a collaborative and consultative team member.
8. Maintaining a professional attitude and confidentiality in working relationships with all school personnel, students, and parents.
9. Work collaboratively with the Indigenous Education Support Worker, while supporting all students referred for youth care services.
10. When requested, connect student's families to school, district, and community services.
11. Implement, facilitate, and evaluate social, behavioural, or programs/service at the home, school and/or community level.
12. Provide long and short-term support to all students/families, acting as a liaison between the school and the home.
13. Crisis intervention (non-violent) and serve as a member of the larger crisis response team.
14. Attend school based, district level and community meetings, as required.
15. Assessing when a student should receive support other than youth care.
16. Engage school counsellors, District Resource Teachers, District Principal - Learning Support Services, and community agencies.
17. Coordination and oversee meal provision and food security programs in schools; promote nutritious choices.
18. Provide opportunities for financial support for students and families.
19. Consult with and refer families to community support agencies.
20. Facilitate relevant activities/programs and offer resources on parenting information and resources, on an individual basis or in a group setting.
21. Complete student support plans; complete records of service.
22. Provide transportation to students when needed.
23. Understand and act in accordance with school and district policies and procedures, district Health & Safety Manual and WorkSafeBC regulations.
24. Perform other job-related duties.