

JOB DESCRIPTION

Section 1 - Tombstone Data

09-OG-13

Position Number	15-198
Position Title	Child/Youth Support Worker
Incumbent	Vacant
Supervisor's Title	Intake Worker
Supervisor's Position Number	15-902
Department	Health and Social Services
Branch/Unit	Family and Children's Services
Location	Whitehorse, YT
Date Completed	March 28, 2002

Medical Clearance Required?	No
Security Clearance Required?	Yes

Section 2 - General Summary

Describe, in narrative form, the place of this position in the organization, including peers (those positions reporting to the same supervisor as the topic position), subordinates, and supervisor's supervisor.

Provides children/youth who are supported by Family Services or in Family & Children's Services Director's care with a positive and supportive role-model. Supervises visits with birth family for children in care.

Section 3 - Organizational Structure

This position is one of six auxiliary on-call positions reporting to the intake worker, Child Abuse Treatment Services, who reports to the Senior Therapist (position number 100045). Child/Youth Support services is one aspect of a child's comprehensive plan of care developed by the Case Manager/Social Worker.

Section 4 - Principal Duties and Responsibilities (limit to 10 Duty Statements)

Provide a positive role-model for children/youth by modelling appropriate social skills and maintaining respectful boundaries.

Engage children/youth in activities and events to encourage positive relationships, attitudes, behaviours and supports.

Identify and teach skills such as social, self-help, problem solving, recreational, academic, and communication skills.

Identify effective program activities to enhance development of child/youth, maintain interest, and introduce appropriate community resources and supports.

Familiarize and encourage contact with positive family influences, actively listen for

interests and linkages that may be a positive support or activity and acknowledge social or cultural diversities that child/youth's family identifies with.

Utilize child management techniques.

Supervise family visits to ensure actions and conversation follow guidelines as outlined by social worker, and direct or stop visits if required.

Maintain communication with Intake Worker and Social Worker/Case Manager, and submit monthly reports and incident reports as required.

Attend training meetings on a monthly basis.

Section 5 - Contacts

Describe, in narrative form, the working relationships inherent to the success of the job.

Contact with children/youth to provide 1:1 program activities designed to encourage positive attitudes and development.

This position is part of a support service and may involve contact with family members or teachers as well as government agencies including Family and Children's Services, Youth Services, Young Offenders Facility, Youth Probations, Youth Court, Family Violence, Child Abuse Treatment Services (CATS), and Regional Services.

Section 6 - Problem-Solving

List three examples of problems, issues, or complexities most typically encountered in the job and describe the actions this job takes to resolve each problem listed.

1. Potential problems may arise such as dealing with special needs issues for children/youth (e.g. FAS/E), The worker will need to develop monitor activities that are developmentally appropriate.
2. Managing inappropriate behaviours. The worker will need to assess situations and intervene appropriately
3. Dealing with the unpredictability of families in crisis. The worker will need to make decisions regarding safety, including cutting visits short when necessary and making reports to Family and Children's Services.

Section 7 - Specific Accountabilities

1. Describe final decisions regularly made for which the incumbent is held accountable.
 - Identifies activities that meet the needs of the Child/Youth(as defined in the service plan by the supervisor), including the appropriate/thoughtful use of allotted budget dollars;
 - When and how to intervene in situations where the Child/Youth is behaving inappropriately;

- When and how to intervene, including removing the Child/Youth if necessary, during supervised visits if the guidelines set by the Social Worker are not being followed by the parents/family.
2. What are the expected end results of this position, i.e. what are the impacts of performing the Principal Duties and Responsibilities?
- Effective development and programming with child/youth
 - Responsible use of budget

Section 8 - Budget

N/A

Section 9 - Working Environment

May involve use of sports equipment or recreational facilities such as skiing, camping, fitness equipment or cultural events.

60% of time

There is potential for verbal or physical abuse from clients.

10% of time

Section 10 - Signatures

The above information on this description has been designed to indicate the general nature and level of work to be performed by the employee. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities assigned to this job.

<p><u>Supervisor:</u> I have reviewed (with the incumbent, where applicable) the duties and responsibilities assigned to this position.</p>	<p><u>Incumbent</u> (where applicable): I have read the foregoing position description and understand that it is a general description of the duties assigned to the position occupied by me.</p>
<p>Supervisor: _____</p>	<p>Incumbent: _____</p>
<p>Date: _____</p>	<p>Date: _____</p>

<p>Director of Human Resources: (Comments)</p> <p>Supervisor: _____</p> <p>Date: _____</p>	<p>Director: I approve this position description as being representative of the work required to be performed and that the responsibility levels identified have been delegated to this position.</p> <p>Director: _____</p> <p>Date: _____</p>
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