



**POSITION TITLE: Child and Youth Worker (2 vacancies)**

**LOCATION: Skylark Day Treatment Programs**

**POSITION TYPE: Full-time regular (37.5 hours/week), hours of work will follow the school schedule**

**POSTING CLOSING DATE: March 11, 2020**

This position will provide treatment, support and counselling to students of the Day Program and their families. The Child and Youth Worker (CYW) works collaboratively with TDSB teachers who work in the program.

**KEY RESPONSIBILITIES:**

- Provides treatment, support and guidance to program youth who are experiencing emotional and/or behavioural difficulties which impact their ability to function in a main stream school setting
- Acts as a primary worker for 6 -8 assigned youth and meets with them on a regular basis to engage them in the program
- Develops and implements individualized treatment plans and interventions for the youth in collaboration with program manager, consultants, staff members, teachers and parents / guardians
- Meets with youth on a regular basis to review progress, develop skills and resiliency and revise goals as needed
- Develops and implements therapeutic life skills programs designed for the youth
- Liaisons with community services, educational institutions and families/guardians/group home staff on behalf of the youth at all stages of client care
- Communicates with families/guardians/group home staff on a regular basis and involves them in developing and implementing planned interventions
- Provides crisis intervention to clients and to support other staff as required
- Develops an effective working relationship with TDSB teachers and works with them to implement planned classroom interventions for students
- Maintains complete and confidential case records for each client
- Completes all required program paperwork in compliance with program and agency policies and timelines:
  - Treatment plans are developed, implemented and reviewed
  - Progress Notes
  - Clinical Assessments
  - Collaborative Problem Solving documentation
  - End of year surveys
  - Other documentation as required
- Enters all required information into CYSIS database as required by program policy and timelines
- Complies with all policies and procedures established by Skylark Children, Youth & Families Youth Services and the Ministry regarding residential licensing requirements, legislation related to employment such as the Occupational Health & Safety Act, Employment Standards, Ontario Human Rights and regulations, standards and guidelines relative to youth in care
- Builds and maintains effective interactions with program colleagues, TDSB program teachers, and Skylark Children, Youth & Families business office focused on individual, team and agency success

- Builds and maintains effective working relationships with staff sharing the physical location out of which the Day Treatment Program operates
- Observes the confidential nature of the agency's services
- Adheres to the organizational health and safety policies and practices along with the Ontario Occupational Health and Safety Act. This includes but is not limited to: ensuring safe workplace practices, protecting the health and safety of themselves and others and maintaining cleanliness in the workplace

**QUALIFICATIONS/SKILLS/KNOWLEDGE:**

- Child & Youth Worker diploma or a degree/diploma in a related field
- Prior experience working in a school setting
- Computer Literacy including: Microsoft Office, Internet navigational skills, accurate database entry, and continuously developing technology proficiency
- Sound knowledge of diagnostic and treatment theories, methodologies and practices as they relate to adolescents and an ability to apply theory to practice
- Knowledge of counselling theories and the ability to provide a broad range of therapeutic interventions to residents
- Ability to demonstrate and work through a lens of sensitivity to diversity related to race, religion, culture, cognitive functioning, poverty, sexual orientation and gender identity, etc.
- Knowledge and skill in the areas of crisis intervention
- Well-developed verbal and written communication skills
- Ability to balance demands/priorities of workload, manage time effectively and operate within the framework of stated expectations
- Strong organizational and administrative skills.

**ADDITIONAL REQUIREMENTS:**

- Satisfactory clearance under the Vulnerable Sector Screening process
- Valid, current First Aid and CPR certificates
- Valid and current CPI training.

**TO APPLY: Interested applicants are invited to submit both their cover letter and resume in only PDF or Microsoft word format to Deena Dulabh, at [hirings@skylarkyouth.org](mailto:hirings@skylarkyouth.org) on or before March 11, 2020.**

**Please quote: Child and Youth Worker** in the subject line. Please refrain from pasting the cover letter to the body of the email.

Skylark is strongly committed to a workforce that reflects the diversity of the populations we serve. We encourage applications from all qualified individuals including applicants from all cultures, racialized communities, abilities, diverse sexual and gender identities and others who may contribute to the further diversification of ideas. We are committed to a selection process and work environment that is inclusive and barrier free.

We ask applicants to make any accommodation requests for the interview or selection process known in advance by contacting the Human Resources Department at (416) 482-0081 ext.278. Human Resources will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process which will enable you to be assessed in a fair and equitable manner.