



Job Posting: CYS.18.06	Job Title: Child and Youth Worker (Male applicants only)
Date posted: November 1, 2018	Hours of Work: 30 hours flex (60 hrs. biweekly)

Job Description:

Under the leadership of the Residential Coordinator (RC), this position is responsible for ensuring the children and youth in their daily routines and ensuring they receive quality care. The Child & Youth Care Worker (CYW) will ensure that service delivery is carried out in accordance with the Excel Society's Philosophy, Policies, Procedures, Child, Youth and Family Enhancement Act and in accordance with the Child and Family Services Contract. The CYW is responsible for the day-to-day care of the home. The Child & Youth Care Worker is expected to represent the residence and Excel Society in a professional manner at all times.

Responsibilities include but are not limited to:

1. Providing quality service to clients to ensure client's needs are met in all regards including a safe comfortable, clean living environment.
2. Ensuring that meal planning, preparing, and grocery purchasing is completed as required.
3. Lead in the implementation and on-going review of each client's Service Plan Progress Reports.
4. Developing, in concert with the team and Coordinator all positive and restrictive client programs as required, and implementation of same.
5. Maintaining team consistency in the delivery of quality supports.
6. Communicating with immediate supervisor to inform and consult regarding any serious problem/concern encountered in providing services to the children and youth.
7. Teaching basic life and community skills to the children and youth, and supporting client's with their social, recreational, and leisure activities.
8. Ensuring all documentation is completed as required and master files kept up to date.
9. Ensuring all medication is ordered, delivered, reviewed and administered as per Excel Policy.
10. Ensuring that all funds are carefully documented and accounted for as per Excel Policy.
11. Communicating with professionals, families, guardians and other members of the client's support network at the direction of the site supervisor or Program Manager.
12. Maintaining the residence and equipment according to Excel Society standards as well as Child and Family Standards and Children's Services Licensing standards.
13. Understanding the roles, responsibilities and expectations of the Emergency On-call System.
14. Providing leadership and guidance in absence of Residential Coordinator.

Qualifications:

1. A diploma in a human service field or a Certified Child and Youth Care Worker or have 2 years of work-related experience in a human service field.
2. Maintain certification in First Aid and CPR.

3. Satisfactory Criminal Record Check and Child Intervention Check.
4. Up-to-date certificate in Applied Suicide Intervention Skills Training [ASIST] (cannot be older than 3 years).
5. Knowledgeable and experienced with various diagnosis surrounding children and youth with developmental disabilities.
6. Excellent planning and organizational skills.
7. Effective English communication skills both written and verbal.
8. Ability to work independently and in a team environment.
9. Comfortable to drive client (mileage will be paid).

Commencement date: ASAP

Closing date of competition: Until filled

How to apply: Send a cover letter and resume to HR at careers@excelsociety.org

Salary/Wage: Based on education and experience.

Note: Only applicants being considered for the before mentioned vacancies will be contacted.