

# Position Vacancy

Reference Number: 18-029

Date Posted: April 5, 2018

PROGRAM:	Community Services
UNIT:	DSDI
POSITIONS:	Bilingual Youth Worker Full time, temporary (until March 31, 2019)
SALARY RANGE:	\$25.14-\$30.19(\$52,290.37-\$62,795.20)
CLOSING DATE:	April 29th, 2018

**TERMS OF EMPLOYMENT:** The Temporary employee shall not be entitled to use accumulated seniority to displace an employee in another position at the end of the Term. This position may terminate with a minimum of two weeks' notice

YSB values diversity. We are committed to building a workforce that reflects the diversity of our community.

Accommodation will be made available for applicants with a disability throughout the hiring process. Applicants must make their needs known in advance.

All interested candidates are encouraged to apply. In the event a qualified candidate is not found, candidates that do not meet the qualifications indicated on the posting may be considered.

Apply On-line with resume and cover letter on Yspace

[Youth Services Bureau Careers](#)

**Please Direct Questions to:** Jillian Deslippe  
Human Resources Officer  
E-Mail: [jdeslippe@ysb.ca](mailto:jdeslippe@ysb.ca)

JOB DESCRIPTION: Attached

ALL APPLICATIONS WILL BE DEALT WITH IN A CONFIDENTIAL MANNER

# Poste Vacant

Numéro de dossier: 18-029

Date de l'affichage: le 05 avril 2018

PROGRAMME :	SERVICES COMMUNUTAIRES
UNITÉ:	Services du centre-ville et halte accueil
POSTE :	Conseillers/Conseillères auprès des jeunes Temps plein, temporaire, bilingue (jusqu'à 31 mars 2019)
ÉCHELLE DE SALAIRE :	25.14\$-30.19\$(52,290.37\$-62,795.20\$)
DATE DE FERMETURE :	le 29 avril 2018

**TERMES DE L'EMPLOI :** L'employée temporaire n'est pas autorisée à utiliser l'ancienneté accumulée pour supplanter un(e) employé(e) dans un autre poste à la fin de son contrat. Ce poste peut terminer avec un préavis de deux semaines.

Le BSJ valorise la diversité. Nous sommes engagés à bâtir une main-d'œuvre qui reflète la diversité de notre collectivité

Des mesures d'adaptation seront prises pour les candidats handicapés tout au long du processus d'embauche. Les candidats doivent faire connaître leurs besoins à l'avance.

Tous les candidats intéressés sont encouragés à postuler. Dans l'éventualité où nous ne trouvons pas de candidat qualifié pour le poste, les candidats qui ne rencontrent pas les qualifications mentionnées dans l'affichage seront considérés.

Veuillez soumettre votre demande d'emplois sur notre Intranet

[Youth Services Bureau Careers](#)

**DEMANDE ADRESSÉE À :** Jillian Deslippe  
Assistante en ressources humaines  
Courriel: [jdeslippe@ysb.ca](mailto:jdeslippe@ysb.ca)

**TÂCHES :** Voir la description de tâches ci-jointe.

TOUTE DEMANDE SERA TRAITÉE DE FAÇON CONFIDENTIELLE

## **Youth Worker, Downtown Services and Drop-In**

Date: March 2017

### **Job Summary:**

Under the general direction of the Director and the immediate supervision of the Coordinator, Housing Case Management and Downtown Drop-In, the Youth Worker provides counselling, crisis intervention, housing and OW support to youth who access the Drop-In Services in accordance with the policies and directives established by YSB.

### **Principal Duties:**

- Conduct admissions, needs assessments and develop a plan with youth to address their specific needs
- Provide supportive and crisis intervention to youth
- Engage youth who enter the Drop-In and create and promote opportunities for youth to take leadership roles
- Registers client in Trusteeship program and disburses monthly OW cheque to client
- Provide general housing assistance to youth who are unstably housed
- Actively refer youth to services and supports as needed
- Work in allyship with youth
- Provide workshops or groups as requested to address the identified need of youth accessing the service
- Create and promote opportunities for youth to take leadership roles
- Advocate with and on behalf of clients as required including OW services
- Make referrals to appropriate community services/ resources
- Ensure both electronic and physical client files are maintained and current within established guidelines
- Ensure familiarity with all pertinent legislation
- Ensure timely submission of all administrative requirements in accordance with Bureau practice.
- Contribute to program and services development and evaluation
- Follows safe work practices as established by the Bureau and the Program.

### **Job Specifications/Qualifications:**

*(The qualifications are appended to the job description and are not intended to be part of the job description)*

- Diploma or degree in social work or related field.
- Two years experience counseling skills working with youth
- Experience with homeless and at risk youth
- Demonstrated crisis intervention skills and ability to engage clients
- Knowledge of community resources and relevant legislation including OW eligibility requirements
- Available for shift work, days, evenings and weekends
- Knowledge of word processing and computers
- Oral and written fluency in English essential; Oral fluency in French is essential

### **Disclaimer:**

This job description indicates the general nature and level of work expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.