

## **SUMMARY**

Under the general direction of the Principal or designate, the Child, Youth & Family Support Worker works as part of the school based team to provide supplementary support to “at risk” students.

## **DUTIES**

1. Working with the school team provides guidance, ongoing assistance, encouragement and support to “at risk” students in developing and achieving appropriate behaviour, personal and life skills goals.
2. Assists students integrating or re-integrating into the regular school system.
3. Ensures compliance with regard to current legislation and protocols (i.e.) Mental Health Act, Child, Family and Community Services Act (Child Protection), and Young Offenders Act, Freedom of Information and Protection of Privacy Act and School District 68 Policies and Procedures.
4. Upholds and demonstrates a standard of care no less than that required by the Code of Ethics of the Child and Youth Care Association of BC.
5. Acts as a liaison between home and school (including encouraging the development of effective parenting skills).
6. Establishes and maintains effective working relationships with community agencies and resources; acts as a liaison and advocate for student and families as required.
7. Facilitates and co-ordinates group sessions for youth, children and families, as required.
8. Provides transportation for students as required.
9. Supervises students when involved in program related activities.
10. Maintains accurate reports, records and statistics on students.
11. Attends staff, team and other scheduled meetings.
12. Physical capability to perform the job duties.
13. May, on occasion, be required to perform other related duties as assigned.

## **QUALIFICATIONS**

- High school graduation or the equivalent.
- Successful completion a Bachelor degree in Child and Youth Care or Social Work or the equivalent combination of training and recent related experience.
- Two years current related work experience.
- Knowledge of current legislation and protocols (i.e.) Mental Health Act, Child, Family and Community Services Act (Child Protection), and Young Offenders Act, etc.
- Demonstrated knowledge of current community and agency resources.
- Demonstrated ability to work at the level of independence and with the degree of initiative appropriate to the position.
- Demonstrated ability to respond to complex referrals.
- Excellent oral and written communication skills.
- Demonstrated ability to employ prevention or intervention behaviour management strategies.
- Demonstrated ability to work effectively as a team member.
- Demonstrated ability to establish and maintain respectful relationships with children, youth and adults.
- Physical ability to perform the duties and responsibilities of the job.
- Ability to maintain the confidentiality of sensitive information seen or heard.
- Demonstrated effective time management and organizational skills.
- Physical ability to perform job requirements.

- Valid BC Class 5 driver's license.

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*School District 68 (Nanaimo-Ladysmith)*