

### **SUMMARY**

Under the general direction of the District Principal Student Support Services or designate, provide support to young people with disabilities, youth and adults in the community.

### **DUTIES:**

1. Provide supervision and support to young people with disabilities in the community during vocational, recreational, and cultural activities.
2. To identify social opportunities, work experience placements, and recreational services in the community that meet individual's needs and /or enhance individual's independence, community inclusion and quality of life.
3. Work with community agencies, on behalf of young people with disabilities, so as to enhance their access to services.
4. Assists in the implementation of vocational, recreational and cultural goals and objectives for participants.
5. To stay up-to-date regarding each participant's case history; to continually reassess participant suitability to the program, and to advocate for referrals to other programs or services where appropriate.
6. Participate as a team member to explore participant's vision for their future -- their goals, wishes, and needs -- and to develop action plans that address the goals and needs; to ensure that participants and/or their families have the opportunity to actively participate in service planning.
7. Participate as a team member to recognize potential emergency situations; to analyze situations accurately and develop strategies in order to deal with such situations in respectful, efficient, and appropriate manner; to report problems to the Teacher and Principal of the program.
8. Participate as a team member to assist in the review and evaluation of participants' progress and make adjustments to goals and plans as required: to provide feedback and support to participants and/or their families.
9. To maintain written reports regarding participants' daily activities and progress, and to ensure that all required documentation is complete and accurate.
10. To act as a positive role model, providing life skills training and behaviour management; to always respect participants' dignity and right to self-determination.
11. Provides transportation for students as required.
12. Supervises students when involved in program related activities.
13. Attends staff, team and other scheduled meetings.
14. May, on occasion, be required to perform other related duties as assigned.

### **QUALIFICATIONS**

- High school graduation or the equivalent.
- Successful completion of the Child and Youth Care diploma with a focus on individuals with developmental disabilities or, successful completion of the Community Support Worker diploma program, or equivalent program.
- 1 year related work experience.
- Demonstrated knowledge of community services within the Nanaimo-Ladysmith school district.
- General knowledge and understanding of the developmental needs of adolescents and the ability to positively influence young people by modeling socially acceptable behaviour in a range of program activities.
- Well developed interpersonal and written skills, including an ability to consult and work with a range of community agencies.
- Ability to work efficiently and effectively in a self-directed manner and in a team context.
- Capacity to acquire knowledge of policy and issues relevant to young people in the target group.
- Ability to maintain the confidentiality of sensitive information seen or heard.
- Physical ability to perform job requirements.
- Valid BC Class 5 driver's license and access to use of a vehicle is essential.