



Internal /External Job Posting #112822

Job Title: Youth and Family Counsellor (YFC) Community Outreach Prevention and Education (COPE) Program

Grid Level: BCGEU 14 Paraprofessional wage grid position, reporting to the Director of Counselling and Social Services, or delegate.

Hours: Permanent full-time position – 35 hours per week

Anticipated start date: ASAP

Actual schedule to be negotiated with the Director of Counselling and Social Services. Some evening and outreach work is required.

The initial 3-month period is a probationary period.

To operate from all PCFSA's locations and will include outreach and remote work.

Posting date: November 28, 2022

Closing date: December 7th, 2022, or until filled.

Please submit your application by email to [sradford@pcfesa.org](mailto:hradford@pcfesa.org)

This position is open to applicants of all genders and requires BCGEU Union membership.

Please contact Sara Radford with any queries.

Detailed job description attached

JOB DESCRIPTION
Youth and Family Counsellor
Grid level 14 Paraprofessional

The Youth and Family Counsellor (YFC) is directly responsible to the Director of Counselling and Social Services (or delegate) for the provision of a range of services to children, youth and families who are referred to the program primarily by MCFD. The YFC Assesses client issues, develops, and implements counselling plans for individual, groups, and families. Plans and conducts short term individual and/or group counselling sessions using a variety of therapeutic and counselling techniques and evidence-based strategies. Provides skill building in identified areas. Provides case management services. This position may require the counsellor to work in collaboration and partnership with Westshore RCMP. The pay rate is according to the BCGEU Collective Agreement, grid level 14.

Key Responsibilities and Duties:

1. Gathers relevant information by interviewing, observing behavior, meeting with caregivers and service providers. Conducts structured analyses of the information gathered to provide an assessment to establish service priorities.
2. Provides crisis intervention and support for youth and parents in conflict.
3. Provides short-term (up to 3 months) family mediation, support and counselling to re-stabilize family situations.
4. Provides 1:1 counselling for individual family members, requiring additional support debriefing, or relationship building.
5. Facilitates groups according to needs and interests.
6. Provides skill building in areas such as parenting, anger management and self-management techniques.
7. Provides outreach/community development by maintaining relationships with relevant community service providers/partners, and by participating in/attending local youth and community events.
8. Provides information about adolescent development, healthy communications, anger management, or other relevant topic areas, as required.
9. Assists families in accessing appropriate services and resources.
10. Maintains ongoing consultations and liaison with referring MCFD staff.
11. Monitors client's progress and provides follow up planning.
12. Maintains accurate hardcopy and electronic records according to agency policy and best practices standards.
13. Participates in activities supporting development of West Shore youth services, as appropriate.
14. Participates as a member of the PCFSA youth team, coordinating caseloads and sharing caseload/waitlist management duties as required.
15. Participates in/provides youth e-counselling service provision and development of appropriate web-site informational content as required and appropriate.
16. Works in co-operation with Westshore RCMP to provide trauma informed policing and relationship building alongside Community Policing members.

General Expectations:

1. The YFC is responsible for his/her professional proficiency by keeping up to date on relevant clinical and social developments, potentially affecting practice.
2. The YFC should seek to obtain and maintain professional registration and/or licensing with appropriate professional entities, where appropriate and available.
3. The YFC is expected to become familiar with and be aware of all relevant policies and best practice standards of PCFSA, as well as to contribute to appropriate organizational developmental activities and practices, upon request.
4. It is expected that the YFC will make all appropriate efforts to engage with youth who may resist involvement with the program.
5. They YFC will consult regularly with his/her supervisor regarding clinical, case and program matters.

Qualifications:

This position requires a bachelor or master's degree in human services and extensive experience of service provision to children, youth and families, or an equivalent combination of training and experience. First Aid certification, a Class 5 Driver's License and strong computer skills, are also required.

Conditions of Employment:

1. This position is 35 hours per week, with the actual schedule to be negotiated with the supervisor, and will include some evening and weekend work, according to program needs.
2. The YFC is expected to use his/her own vehicle during employment and to transport clients on occasion. Maintaining a valid class 5 driver's license and adequate insurance coverage of at least (\$3,000,000) is required. Mileage will be reimbursed as per the Collective Agreement.
3. The YFC will undertake a recent criminal record check prior to commencement of employment.
4. The first three months of employment will constitute a probationary period, after which a performance appraisal will be conducted to determine suitability for further employment.
5. This is a union position (BCGEU).

Additional Information:

This position involves work in stressful circumstances, often dealing with youth and families in crisis situations involving behavioral or justice issues. The ability to function independently and frequently under pressure, including managing emergencies, is an ongoing expectation of this position.

This job description is subject to the finalization of the Job Evaluation process.

