

	JOB DESCRIPTION		
	Position Title: Program: Service: Accountable to:	YOUTH COUNSELLOR Mental Health and Addictions Services Youth Intensive Treatment Services Youth Intensive Treatment Services Manager	
Issued By: Date Issued:		Date Revised: Classification:	March 2019

PURPOSE AND SUMMARY

Under the direction of the Youth Intensive Treatment Services Manager, the Youth Counsellor will ensure the current developmental, treatment, and psycho-social needs of children, youth, and families are met by actively participating in the service delivery of assessment recommendations, treatment, and aftercare follow-up.

The primary responsibility of this position is to provide continuity of care in a twenty-four hour home setting for youth in care. This includes counselling and individual support services for youth and their families that are consistent with the philosophy, approach, goals and learning environment established by Dilico Anishinabek Family Care; this will ensure the social, emotional and physical well-being of children, youth and families.

DUTIES AND RESPONSIBILITIES

1. Service Responsibilities

Under the direction of the Youth Intensive Treatment Services Manager, the Youth Counsellor is responsible for:

- a. providing individual and group treatment, aftercare follow-up for youth and families involved with residential treatment services in accordance with the agency's mandate, policies and procedures;
- b. providing continuous supports for children/youth who require daily individual monitoring and co-regulation;
- c. providing written reports and ensuring regular, appropriate documentation in client files in keeping with the standards and procedures of Dilico Anishinabek Family Care;
- d. where program services are not appropriate, making recommendations to the child and family regarding alternative services and assisting them in linking with these;
- e. as directed by the Youth Intensive Treatment Services Manager, providing field instruction for College and University students on placement at the Agency;

- f. participating constructively in evaluating Youth Intensive Treatment Services and system effectiveness and recommending necessary changes to the Youth Intensive Treatment Services Manager. as may be required;
- g. providing transportation for the children, youth and their families as required and assigned by the Youth Intensive Treatment Services Manager, or designate;
- h. participating in and providing training to Agency staff as directed by the Youth Intensive Treatment Services Manager;
- i. participating in team meetings and other team activities;
- j. providing therapeutic groups to clients of Youth Intensive Treatment Services;
- k. responding appropriately and in a timely manner to crises situations involving clients of Youth Intensive Treatment Services, including assessing and addressing high risk behaviours (i.e. self-harm, suicide)
- l. reporting immediately to the Youth Intensive Treatment Services Manager, any incidence and/or indicators of child abuse, physical or sexual, in any case with which the agency is involved.

2. **Organizational Responsibilities**

As a representative of Dilico, the Employee is responsible for:

- a. reflecting and interpreting the Agency Vision, Mission and Core Values in his/her own work with enthusiasm and commitment;
- b. acting in accordance with relevant legislation and Agency Policies, Standards and Procedures;
- c. proposing changes within Dilico that would improve the quality of service to Anishinabek children, families and communities;
- d. developing and maintaining respectful, cooperative working relationships to contribute to the integrated, seamless delivery of services to Anishinabek children, families and communities;
- e. understanding his/her role and responsibility in maintaining a safe workplace and reducing workplace injuries;
- f. applying Anishinabek culture, values, traditions and teachings into programming where possible;
- g. ensuring accuracy, confidentiality and safekeeping of agency records;
- h. participating constructively in the supervision process with the immediate Manager.

QUALIFICATIONS

1. **Education**

An Honour's Bachelor of Social Work is preferred. An indigenous Learning Degree or three year Diploma in the Human Services field with relevant work experience will be considered.

2. **Work Experience**

- Three or more years experience in the provision of counselling services to Anishinabek youth and their families is preferred;
- Candidates without the specific education qualifications and where the position does not require certified qualification to practice, but who possess an appropriate combination of experience and other academic qualifications will also be considered.

3. **Skills/Abilities**

- a. sound knowledge of the Anishinabek culture and the principle issues affecting the mental health of Anishinabek children, families and communities in the City and District of Thunder Bay;
- b. sound knowledge of the positive traditional influences that could promote mental health and wellness of Anishinabek children and families in the District of Thunder Bay. The ability to promote and apply Anishinabek Culture, values, traditions and teachings in the work of the Child and Family Team, where appropriate;
- c. developing and maintaining respectful, cooperative working relationships with Anishinabek children, families, communities and service workers to promote an integrated, seamless delivery of service;
- d. ability to understand or speak an Anishinabek language would be considered an asset;
- e. a capacity to relate effectively with Anishinabek children, youth and families with mental health needs;
- f. excellent planning, organization, problem-solving, decision-making and liaison skills;
- g. knowledge of systems theory as it applies to the Anishinabek family, school, community and social service organizations;
- h. must be able to follow direction and work with little or no supervision as may be required;
- i. ability to conduct Youth Counsellor/client interviews, assessments, referrals, group facilitation and group therapy;
- j. good knowledge of computer applications;
- k. knowledge and understanding of the Child, Youth and Family Services Act and the Mental Health Act and other relevant legislation;
- l. knowledge of community agencies/resources;
- m. ability to advocate for Anishinabek children, adolescents and families within the community;
- n. ability to maintain confidentiality;
- o. ability to work as a member of a multi-disciplinary team;
- p. good written and verbal communication skills;
- q. ability to work within the policies, standards, procedures and the vision, mission and core values of Dilico Anishinabek Family Care

- r. good knowledge of the Anishinabek culture and issues affecting Anishinabek children, families and communities in and around the district of Thunder Bay.

CONDITIONS OF EMPLOYMENT

- a. satisfactory Criminal Records Search;
- b. must possess a valid Standard First Aid/CPR Certificate or be willing to obtain one;
- c. ability to work flexible hours as determined by the Youth Intensive Treatment Services Manager or designate in relation to service requirements;
- d. must possess a Class “G” Driver’s License and have access to a personal vehicle;
- e. must complete a medical and receive the required immunizations as recommended by the local medical officer of health;
- f. complete and maintain certification in any relevant Ministry of Children and Youth Services initiatives.

NOTE: This job description is not intended to be all-inclusive. The employee may perform other related duties as required to meet the ongoing needs of the organization.