



## Career Opportunity: Child & Youth Worker Part Time

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### **Be a Part of the Residential Program Team:**

This department provides programs and services that include a 30-bed shelter service, a 24-Hour Crisis Line, a Women's Program, a Children's Program. These services and programs are mainly organized and carried out through the structured and formal case management and client support process. The team provides programming and service delivery within a shift-based scheduling to ensure continuous service over days / evenings / nights/ weekends.

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### **Job Summary:**

The position's overall responsibility is to provide shelter services to the children of survivors of IPV through a case management approach by: assisting in implementing the client's action plans and applying relevant tools, through planning, coordinating and implementing group counselling, providing emotional support and professional assistance.

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### **Duties and Responsibilities (not limited to):**

- As needed, conduct children's basic admission interviews with parents and facilitate their settlement in the shelter
  - Send initial information to C & Y Coordinator to develop case plans
  - Create new group topics, plan, coordinate and implement group programming
  - Perform group counselling for children
  - Provide a positive female role model for the children and a forum where they can observe positive female-male interactions
  - Plan and facilitate family and culturally diverse group recreational activities
  - Perform regular office administration and shelter operations tasks
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### **Job Requirements & Competencies:**

- Relevant education and 1 year related experience in programs for child and youth
  - At least 1 year experience in providing informal counselling and advocacy for child and youth
  - In-depth knowledge and understanding of issues affecting women and children who have experienced intimate partner violence and resources to support them.
  - Knowledge of resources and support services available to children and their mothers
  - Skills and experience in program planning and implementation
  - Facilitation and presentation skills for groups
  - Understanding of statistical data collection for reporting purposes
  - Excellent documentation skills and records management
  - Ability to navigate database and client case management software
  - Demonstrated skills in Microsoft Word, Outlook, Excel, Access and Power Point
  - Group program planning, facilitation and presentation skills
  - Ability to adhere to policies and procedures and best practices
  - Observation of strict confidentiality
  - Consistent ability to demonstrate professional behavior in delivery of services
  - Ability to communicate verbal and written information formally, accurately and clearly
  - Goal and results driven
  - Effective time management skills
  - Respect for boundaries and excellent interpersonal skills
  - Ability to manage conflicts
  - Demonstrate initiative to be proactive in the job
  - Ability to develop reliable work relationships within a diverse work environment
  - Demonstrated ability to positively accept and respond to feedback
  - Capable of managing own emotional difficulties
  - Must be flexible with workdays and/or hours
  - Valid First Aid/CPR/Food Handling certificates or be willing to accept training
  - Some physical activity is required eg. Light to moderate lifting, climbing stairs etc.
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### **You will benefit from:**

- Group Insurance benefits, if eligible
  - Competitive compensation
  - Employee's Work-life balance
  - A positive work environment
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### **Please submit your cover letter and resume to:**

Attention: Human Resources  
Subject line: **CHILD & YOUTH WORKER**  
Email: [personnel@intervalhouse.ca](mailto:personnel@intervalhouse.ca)

#### ***Good to Know:***

We thank all applicants, however, only applicants with the required qualifications and competencies will be contacted.

Must be legally eligible to work in Canada and/or must have a valid work permit that allows the candidate to fulfill the requirements of the role.

All successful applicants must undergo a police vulnerable sector check.

Interval demonstrates its commitment to equity, diversity and inclusion, respect in the workplace and does not condone any form of discrimination and workplace violence.