



JOB DESCRIPTION

Position: Casual (Sessional) Youth Support Worker

Reports to: Service Lead

Supervises: None

Facility: All CAYS Facilities

Ministry: Ministry of Social Development and Innovation

Classification: Part-Time/Hourly Rate

1. JOB PURPOSE:

To support the full-time Youth Support Workers and work directly with young people, building relationships to support care and protection, education, social and emotional development. CAYS Foundation is a service working with the country's most vulnerable and disadvantaged young people.

CAYS provides services 24 hours, 365 days per year with young people and their families. The Casual YSW will be offered the opportunity to select from available shifts to support the core team and enhance the provision for the young people.

The Casual role is the ideal opportunity for those considering a career change, or to add fulfilling additional employment. The role provides the opportunity to sample a career in Residential Care with a very manageable minimum expectation for monthly hours.

2. NATURE OF THE POST:

The Casual Youth Support Worker is expected to build positive relationships with young people, supporting them to engage in the structure rhythms and routines of the home, and to feel safe. With relationships at the center, the worker will, as part of a wider team, look to create opportunities for learning and positive experiences for the young people.

It is recognized that the behavior of some young people may be aggressive, difficult, rude and violent at times and staff will therefore be required to handle such instances in the most professional way in accordance with CAYS policy and training.

Respecting confidentiality of the young people is essential.

3. KEY RESPONSIBILITIES:

- Build relationships and work directly with young people in a nurturing and protective environment as part of an overall culture of care
- Assist with planning and delivery of activities and services, based on the needs of young people
- Maintain accurate records, such as logbook, medication and mandatory reporting which reflect high quality and timely recording
- Support young people who require care and protection in a child-centered manner, allowing them to feel physically, emotionally and psychologically safe.
- Maintain positive professional working relationships with CAYS partners and stakeholders, including education, health, social services, courts and other organizations.
- Prepare meals for residents if necessary and assist in the undertaking of domestic hygiene tasks to ensure a high standard of cleanliness within the home/center.
- Administer medication to young people as prescribed, following training
- Accompany young people on visits and appointments.
- Learn and develop in the role of the youth support worker through the experienced team around you, and pursuing opportunities to access training and education
- Be flexible to meet the needs of every aspect of the organization
- Actively participate with and engage the young people. Be proactive, creative and enthusiastic about creating opportunities for young people.

4. SPECIFICATIONS/QUALIFICATIONS

Education/Certifications:

- High school diploma and a good standard of general education including Math, English and IT
- Qualifications related to youth work desirable
- Valid Driver's license
- First Aid and CPR Certification (desired)

Experience:

- Experience of working with young people in some context
- Ability to work within set procedures and policies
- Experience of working with groups as part of a team

Skills and attributes:

- Ability to build and maintain relationships with colleagues and young people
- Ability to work as part of a team
- Resilience in the face of a very challenging role
- Positive outlook and engaging personality
- Ability to reflect on life experiences and derive learning
- Patience and empathy for the challenges of the young people
- Unconditional positive regard for young people
- Ability to communicate on both a personable and professional level, as the situation demands

Locally Acquired Knowledge:

- Darkness to Light certification
- Trauma Informed Care
- Safe Crisis Management

INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. They are also essential to an effective performance management system and related decisions. Well-constructed job descriptions are an integral part of any effective compensation system.

All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the positions. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all-inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

Job descriptions are not intended as and do not create employment contracts.

Signature of Job Holder:

Signature of Service Lead:

Signature of Manager:

Date:
