



**Job Posting:
Child and Youth Worker, Shelter Program**

Sandgate Women's Shelter of York Region Inc. is a feminist organization, dedicated to empowering all persons who identify as women and their children through safe shelter, resources, information and advocacy in order to eliminate violence in their lives. Established in 1992, Sandgate Women's Shelter of York Region strives to meet the needs of all women and their children in an inclusive and respectful manner.

Job Title: Child and Youth Worker, Shelter Program

Number of positions: 1

Terms: Fulltime position. Bargaining Unit Position. Must be available to work onsite at Sandgate Women's Shelter site in Jackson's Point in York Region and occasionally in the surrounding communities. Occasional evening and weekend availability may be required.

Compensation: \$25.93 per hour + benefits

The Child and Youth Worker, Shelter Program, reports to the Shelter Supervisor and works in co-operation with all staff at Sandgate Women's Shelter of York Region. Sandgate Women's Shelter of York Region Inc. works within a harm reduction, feminist and intersectional framework, following the mission, vision and guiding principles of the organization.

Major Responsibilities

The Child and Youth Worker provides child-focused support services for the women and children residing within the shelters. This is accomplished by providing services through individual and group programming; both with children and their mothers. The Child and Youth Worker is based within the Shelter Programs, but may provide services through Community Programs. Sandgate Women's Shelter of York Region Inc. works within a harm reduction, feminist, and intersectional framework, following the mission, vision, and guiding principles of the organization.

- Primarily provides child-focused support services for the women and children residing within the shelters
- Providing services through individual and group programming for both children and their mothers, including:
 - Advocacy on behalf of children
 - Supportive counselling
 - Parent-child intervention
 - Liaison with relevant community systems
 - Child care in the shelter setting
- Provide and document risk assessment and safety planning for all children
- Knowledge of and compliance with relevant legislation (i.e., the Child and Family Services Act)
- Promote and model positive, non-violent parenting skills in all aspects of work and interaction with women, children, staff and partnering agencies
- Provide childcare, including respite, as required
- Plan, develop and implement child-focused activities and programs, inclusive of the needs of children of all ages and abilities, both in house and within the community
- Conduct an intake with all mothers and their children within the shelter, including identification of individual needs, goal plans and safety plans
- Work with families and children to follow up with appropriate support, assistance and referrals

- Maintain the physical safety of children who receive services while in the shelter and participating in programs outside of the shelter
- Support and advocate for mothers and children in meetings with community agencies, including but not limited to: Children's Aid Society, York Region District School Board, youth and child-serving organizations, youth and child health services and other services
- Conduct assessments of suitability for participation in the 'Let's Talk' group
- Provide intake to 'Let's Talk' group
- Co-Facilitation of the children's group, 'Let's Talk' group, both in shelter and in community Programs
- Assist mothers with support, referrals and problem-solving with respect to parenting children and youth's needs
- Provide child-focused and fun activities for children residing at the shelter i.e. summer camp, march break, etc.
- Assist in the preparation of children for court including advising them of their rights, either directly or through their mother
- Assist children with the completion of homework and other life skills tasks
- Ensure individualized service delivery plans are completed for each child, with an emphasis on problem solving, next-steps and supports needed

Administration, Documentation, Children's Environment and Safety

- Understand and comply with all organizational policies, procedures and service delivery guides including:
 - Safety, security and emergency procedures
 - All organizational procedures
- Describe and model Sandgate Women's Shelter service processes, commitments, values and obligations to support-seekers
- Collect and report relevant data and statistical information
- Maintain accurate, timely, and confidential documentation, i.e.: client management/database updates, monthly reports, communication logs, women's notes, intake and discharge documentation
- Prepare a monthly detailed plan of scheduled activities for the children's program
- Maintain documentation on childcare requests and consent forms
- Complete intake and discharge for all children; including external referrals
- Maintain a child-safe playroom that is a warm, accessible and welcoming environment for all children
- Ensure accessibility of toys, children and youth supplies.
- Ensure that all children's play areas and toys are clean and sanitized
- Ensure adequate space for children to complete homework
- Adheres to all Health and Safety requirements

Team Collaboration and Support

- Adhere to all organizational, including emergency, procedures
- Adhere to all health and safety requirements and all organization confidentiality requirements
- Participate in supervision and/or team meetings
- Uphold ethical standards, professional boundaries, and mandatory reporting obligations
- Where crisis situations occur, respond in accordance with organizational protocols
- Work in co-operation with all Sandgate Women's Shelter staff, Board members and community partners
- Participate in program planning and evaluation
- Attend relevant organizational meetings and/or events
- Participate in report writing as required
- Assume other relevant tasks and activities as required

Key qualifications:

- Understanding of gender-based violence, particularly intimate partner violence, across diverse intersections of identity (e.g., race, faith, sexual orientation, and gender identities)
- Demonstrated experience working with children and/or youth survivors or witnesses of violence from trauma-informed, feminist, anti-colonial, anti-racist, and anti-oppression frameworks
- Experience working in gender-based violence and/or sexual violence services
- Experience in group facilitation, particularly with child and/or youth participants
- Demonstrated experience in crisis intervention and supportive approaches with high risk children and youth
- Flexible schedule as shifts may rotate, as per organizational requirements
- Flexibility to work in, and travel to, any part of the region (all organizational locations)
- A valid driver's license, reliable vehicle and work-related insurance
- Experience working with women, children and youth of diverse backgrounds, socioeconomic statuses and other diverse social identities
- Knowledge of the social services system, and ability to effectively navigate within it
- In depth knowledge of York Region's resources and services
- Knowledge of relevant legislation (i.e., the Child and Family Services Act)
- Excellent communication, organizational, time management, conflict management, and interpersonal skills
- An ability to work independently as well as part of a team
- Excellent verbal and written communication skills to communicate effectively with service users and coworkers through various tools and techniques
- Facilitator and presentation skills, using a variety of resources and methods
- Ability to find solutions to problems and provide workable solutions
- Demonstrated professionalism and a positive work ethic within communication skills, interpersonal effectiveness and conflict resolution
- Ability to liaise effectively with community agencies and the general public
- Post secondary degree or diploma in a relevant area (ie. social work, social services, counselling, women's studies), with a preference for focus on child and youth
- Computer proficiency (i.e. MS Office)
- A second language other than English and French is an asset
- Valid CPR/First Aid certification, is an asset

Application deadline: Friday, June 12 at 5pm

Please submit a cover letter and resume to:
Lisa Peters, Administrative Assistant
Sandgate Women's Shelter of York Region Inc.
Email: LisaP@sandgate.ca

Accommodation is available on request for candidates taking part in the selection process.
Only applicants selected for an interview will be contacted.