

Job Description

Position Residential Child & Youth Worker (formerly CCW2, CSW2, CYCC2)

Date January 2012

Sector Children & Family

Regions BC

Supervisor Program Manager

Positions Supervised BC Residence Worker

Job Summary/Expectations

The RCYW provides care to children, youth or adults with moderate to severe behavioural problems in a residential or day program setting in an accredited agency. As key worker for assigned persons served, the RCYW is responsible for overall development and care of those individuals. In conjunction with the individual's care team, the RCYW assesses physical, psychological, social and developmental needs, and designs and implements individualized personal service plans and plans of care that address and meet those needs. The RCYW also participates in the operation and maintenance of the program.

Job Responsibilities

- Participates in assessing, setting goals for and evaluating progress of persons served.
- Teaches persons served to relate in a socially appropriate manner through the use of daily routines and activities.
- Monitor persons served and ensure their safety and well-being; utilizes practices that promote health, welfare, safety and security of persons served.
- Provides behaviour management counseling on a one-to-one and/or group basis by performing duties such as providing feedback on client behaviour, teaching coping techniques and adaptive behaviour, and providing guidance and support.
- Provides emotional support and crisis intervention to persons served which may include non-violent physical interventions.
- Ensures communication and liaison between program, school, family and the community.
- Ensures physical needs of persons served are met by performing duties such as assisting with basic personal hygiene and activities of daily living.
- Administers medications to persons served according to established guidelines, procedures and instructions.
- Maintains reports such as statistics, logbooks and daily activities relating to persons served.
- Carries out household duties such as meal preparation and household cleaning.
- Accompanies persons served to appointments and community outings.
- Participates in the OHS Committee as required.
- Operates motor vehicles safely and legally while transporting persons served or on Taproot

business.

- Advocates effectively for persons served.
- Perform miscellaneous job-related duties as required.

Education/Certificates and Experience

Diploma or degree in a related human/social service field. Minimum of two years recent related experience. Current WCB Occupational First Aid, Level 1 required. Ability to use common computer applications required. Experience with behavior management an asset. Other combinations of education and experience may be considered.

Other Requirements

Position requires i) physician's note confirming suitability, ii) negative tuberculosis screening test, and iii) successful criminal record check. Successful candidate must sign an oath of confidentiality, a conflict of interest statement, abuse protocols and a code of ethics statement.

Taproot Training Required

All new employees are required to attend new employee orientation. Required in-service training within the first 6 months of employment includes Food Safe food hygiene and sanitation; other required in-service includes non-violent crisis intervention. Employees are expected to remain current in their field of expertise by participating in ongoing professional development activities.

Required Competencies

- Skill in the use of computers and related applications, including Windows and Linux platforms and MS and/or Open Office suites; willingness to learn and adapt to new software.
- Familiar with computer-based group conferencing processes.
- Ability to re-prioritize and adjust to interruptions and changing requirements.
- Ability to comprehend information and communicate effectively both orally and in writing, including business communications.
- Able to advocate on behalf of persons served and promote and defend their right to communicate informed individual lifestyle choices and decision-making (autonomous or supported) that includes health care services and supports
- Able to effectively design, implement, document and evaluate personalized plans to meet physical, emotional and personal care needs of persons served; promote meaningful involvement of family and social networks; facilitate access to community-based resources, supports and services.
- Able to collect information and prepare, maintain, edit and organize correspondence, reports and other required documentation; maintain files according to agency, ministry and accreditation standards; document the administration of medications.
- Demonstrate good financial management of comfort and clothing allowances of persons served.
- Display good planning and organizational skills.
- Able to work with minimal supervision on an interdisciplinary team and cooperate with team members to solve problems, resolve conflicts and make decisions.
- Understand vision, mission, mandate and values of agency; participate in planning for



agency and program (through environmental scans, SWOT analyses); utilize organizational systems and resources properly and effectively; display sound judgment and best practice methodology.

Effort Factors

May require lifting and moving individuals in service. Some potential for violence in the workplace and physical intervention skills may be required. This position may be stressful at times.

Working Conditions

A modern, fully equipped facility and community settings.

I have read and understand this job description and agree to the duties listed in it.

Employee Signature

Date

Supervisor Signature

Date

Job Profile Reviewed

Date

