



**Richmond
Youth Service
Agency**

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BEFORE AND AFTER SCHOOL WORKER

Posting Date	01-21-16	Closing Date	Until filled
Competition #	OCW-012116	Location	Richmond

SUMMARY STATEMENT

The On-Call Child and Youth Activity Worker will work with a diverse group of children and youth to create opportunities for learning, recreation, community involvement and skill development. In all activities the worker strives to develop assets in participants and in the community. Overall the worker will engage children and youth, support them towards school success and attachment, develop life skills, increase community connections, help them overcome barriers towards their personal and learning goals.

OVERVIEW

Position Title	On-Call Child and Youth Activities Worker, Part-Time	Headquarters	100-7900 Alderbridge Way Richmond
Program	Richmond Youth Centre	Department	Youth Services Division
Status	Bargaining Unit	Classification	Youth Activities Worker
Wage	In accordance with Union Grid 9	Reviewed	December, 2014 Draft Subject to JJEP

QUALIFICATIONS

Education and Knowledge

- Certificate or Diploma in Youth Work, relevant education and or a combination of education and work experience will be considered. A knowledge of at risk youth issues, youth engagement practices and community resources and supports.
- First Aid Certification
- Food Safe Certification

Training and Experience

- Six months experience working with children and youth
- Must be at least 19 years of age

GENERAL SKILLS AND ABILITIES

- Well developed interpersonal, conflict resolution, oral and written communication skills;
- Demonstrated ability to teach skills and work effectively with others;
- Good organization, time and general management skills;
- Experience facilitating groups of children and youth;
- Ability to work in stressful environments and often dealing with crisis situations;
- Working knowledge of youth issues, learning supports, activities and resources;
- Understanding of asset building; and
- Ability to work as part of an effective team with other program staff and community professionals.

NOTE: Statements included in these guidelines are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all-inclusive.

RELATIONSHIPS

Report to	Program Supervisor/Manager
Subordinate Staff	Volunteers
Internal Contacts	All other RYSA Staff and Volunteers
External Contacts	School staff of Richmond School District, Parents and Caregivers

DOMAINS

A. Individual Group and Client Support

- Plans, organizes, implements and evaluates group-based recreational, social and educational activities
- Encourages and facilitates participation in activities; provides guidance and instruction
- Monitors and manages individual and group behaviour
- Reports problems to supervisor
- Provides skill-building to participants such as social skills; models appropriate behaviour
- Ensures safety of participants
- Responds to emergencies in accordance with established policies and guidelines
- Maintains related records and statistics and produces reports as required
- Liaises with participants' families, teachers and other professionals
- Prepares snacks according to food safe standards
- Performs other related duties as required

B. Community Liaison

- Supports volunteers involved in the program and activities towards success
- Maintains awareness of community resources and supports
- Develops and supports relationships with school staff

C. Administrative/Miscellaneous

- Provides supervision of children and youth during activities
- Supports supervisor in development of reports and statistics to RYSA and funders as required
- Maintains adequate client data
- Supports volunteers involved in the program
- Seeks supervision from supervisor on regular basis
- Subscribes and adheres to ethical principles of service as outlined in the code of ethics of the Child and Youth Care Association of BC

ADDITIONAL INFORMATION

This position requires working with at risk youth towards personal and school success. The program includes the use of volunteers in achievement of program and client outcomes. At risk youth are those who are identified as experiencing emotional, behavioral, familial and/or cultural issues which impair their ability to function successfully in a variety of environments. Position hours will include evening work in order to meet client needs. The work is conducted using an outreach approach and involves a thorough knowledge of the community. Staff are expected to practice in a culturally sensitive manner. Submit your letter of interest and resume in one PDF file explaining how your skills, experience and knowledge will support success in this position to by email at employment@rysa.bc.ca Please no phone calls, only those selected for interviews will be contacted.

Applicants MUST reference #OCW-012116 in the subject line of your email or they will not be reviewed.