

Job Posting

Internal

External/Internal

Job Title:

Youth & Family Counsellor - Foundry

Posting No:

JH 517

Job Location: Courtenay

Note: This position includes a comprehensive 100% employer-paid benefit package, enrolment in our defined benefit pension, the Municipal Pension Plan, and three weeks of paid vacation.

Duties and Qualifications: See job description at the end of this document.

Salary Rate: \$40.03 (Step 1) - \$50.59 (Step 4), Paraprofessional Grid 14, Step 1*

Schedule: Mondays, Wednesdays, Fridays 8:30-4:30, Tuesdays and Thursdays 10:00-6:00

Hours per week: 35

Closing date: March 17, 2025 at 4:30 pm. If the position is not filled by this date, it will remain open until filled.

Apply to (cover letter, resume, and 3 references):

Human Resources

Email:

Employment@jhsni.bc.ca

Fax:

250-286-3650

Mail:

140 10th Avenue, Campbell River BC V9W 4E3

Applicants must be authorized to work in Canada and at our organization on an ongoing basis.

This position is open to applicants of all genders.

This position requires union membership and the completion of two criminal record checks.

The John Howard Society of North Island is an employment equity employer.

*All JJE/Paraprofessional positions are subject to wage grid levels. Positions begin at Step 1 and are increased to Steps 2 through 4 based on number of hours worked.

Job Description

<i>Job Title:</i>	Youth and Family Counsellor - Foundry
<i>Work site:</i>	Courtenay, Campbell River
<i>Service Area</i>	Comox Valley and Campbell River
<i>Program:</i>	Foundry
<i>Benchmark:</i>	Integrated: Family Counsellor and Addictions Counsellor
<i>Grid Level:</i>	14, Paraprofessional Wage Grid
<i>Reports to:</i>	Program Manager
<i>Prepared date:</i>	October 25, 2021
<i>Approved by:</i>	Executive Director
<i>Approved date:</i>	October 25, 2021
<i>Revised & Approved by Executive Director:</i>	November 8, 2023
<i>Reviewed:</i>	October 1, 2024

Summary

The Youth and Family Counsellor – Foundry provides assessment, counselling, referral, and follow up services to youth and families with challenges associated with mental health and/or substance use. The Youth and Family Counsellor – Foundry will provide single session brief walk in counselling services that reduce risk, promote positive choices for a healthier lifestyle, and support youth and family's connection, stability, and attachment to community.

This program is part of an integrated service delivery model (Foundry) using ongoing collaboration with Primary Care, Youth and Family Substance Use Services, Ministry of Children and Family Development (MCFD), and other community partners and resources as needed.

Key Duties and Responsibilities

To perform the job successfully, the counsellor must be able to perform both the general and specific duties in a consistent and satisfactory manner. Other duties may be assigned.

- Provide single session brief solution focussed counselling in a drop-in model centre.
- Provides individual, family, and group counselling using therapeutic techniques drawn from theoretical frameworks such as emotion focussed family therapy (EFFT), brief solution-focused, narrative, motivational interviewing, client directed outcome informed, harm reduction or other best or promising practice.
- Establishes and maintains coordinated working relationships with other human service providers and caregivers.

- Provides crisis intervention and support to children, youth, and their families when required.
- Refers youth and their families as necessary to other services, residential programs, support groups, etc. Efforts are made to reduce or eliminate barriers for clients needing to use a resource. Provides follow-up and support in these situations when required.
- Maintains client records and provides statistics and reports as required.
- Participates in regular clinical consultation and supervision.

Qualifications

The requirements listed below detail the knowledge, skills, and/or abilities required to perform the essential duties of the job.

Education and/or Experience

A bachelor's degree in social work or in a related human services field, with specialized training or experience in the area of mental health. Two (2) years' experience which should include:

- Experience working with high-risk youth, and their families, with mental health and substance use issues in a counselling or other helping capacity.
- Experience in planning and leading educational, counselling, or support groups.
- Experience in working with, and extensive knowledge of, mental health issues.
- Remaining up to date in professional knowledge and practice.

Counselling Skills

- Demonstrated ability to use counselling techniques and approaches.
- Knowledge and experience with brief and comprehensive assessment, counselling, and treatment approaches.
- Knowledge and experience in maintaining confidentiality and appropriate boundaries, and following a professional code of ethics.

Case Management Skills

- Demonstrated ability to work constructively and cooperatively in a team setting.
- Excellent communication and interpersonal skills.
- Knowledge and experience in integrated case management practices that involve families, community, MCFD, and other systems in case planning with youth.
- Knowledge and experience with case recording practice.
- Knowledge and experience with referral, screening, and case conferencing practices.
- Knowledge of community resources for youth and families.
- Ability to utilize clinical consultation and supervision to enhance and meet required standards of practice.

- Demonstrated ability to plan, lead, and evaluate groups.
- Knowledge and experience with group education, skill building, counselling, and support techniques.

Other Skills & Abilities

Counsellor must:

- Demonstrate a level of cultural sensitivity and understanding of the client population's cultural and socio-economic characteristics.
- Have the ability to form a mutually respectful partnership with persons served, and their families, in which they are helped to gain skills and confidence to address any issues and problems they face.
- Have the ability to accept the differences they will find among their clients.
- Accept clients' rights to self-determination and individuality, and must not discriminate on the basis of Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, socio-economic status, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.
- Have a positive conviction about the capacity of people to grow and change.
- Have the ability to work respectfully and in partnership with other team members, including referring authorities.
- Recognize the value of a nurturing family as the ideal environment for a person.
- Have the ability to recognize persons with special needs, and make appropriate referrals.
- Have the ability to set limits and maintain the helping role of the practitioner, and to intervene appropriately to meet the needs of the persons served or other family members.
- Have basic computer and Internet skills.

Other Job Requirements

- The counsellor must be able to work flexible hours to accommodate clients, sessions, and groups, meet outside of typical office hours, and deal with crises.
- Some driving is required to attend meetings and to enable contact with youth/families at home or in the community. The counsellor must have a valid driver's licence and safe, reliable transportation, and must obtain appropriate insurance as per Society policy.
- Two completed, acceptable criminal record checks, one from the Criminal Records Review Program through the Ministry of Public Safety and Solicitor General and one from the Canadian Criminal Record Search of the RCMP National Repository of Criminal Records, the Canadian Police Information Centre, and the Police Information Portal.

- The counsellor will follow the Code of Ethics and Mission Statement of The John Howard Society of North Island. The counsellor will also abide by the relevant rules and regulations as set out by MCFD standards, policies, and guidelines.

Diversity

The John Howard Society of North Island welcomes applications from all qualified applicants including but not limited by those of any gender, race, orientation, or disability. Multilingual skills and multicultural competence are assets.