

## Job Posting

Internal

External/Internal

**Job Title:**

# Behavioural Consultant

**Posting No:**

## JH 277

**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:** \$33.83 - \$41.32, Paraprofessional Grid 14\*

**Schedule:** Monday - Friday

**Hours per week:** 35

**Closing date:** December 7, 2021, at 4:30 pm with a possible extension until a suitable candidate can be found. Applications will not be considered after this date if a suitable candidate has been found.

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

Alisha McLain

**Email:**

alisha.mclain@jhsni.bc.ca

**Fax:**

250-286-3650

**Mail:**

140 10<sup>th</sup> Avenue, Campbell River BC V9W 4E3

This position is open to applicants of all genders.

This position requires proof of COVID-19 vaccination.

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>	Behavioural Consultant
<i>Work site:</i>	Courtenay
<i>Program:</i>	Behavioural Consultant for Caregivers
<i>Benchmark:</i>	Family Counsellor
<i>Grid Level:</i>	14 Paraprofessional Wage Grid
<i>Reports To:</i>	Program Manager
<i>Prepared Date:</i>	May 30, 1998
<i>Approved By:</i>	Executive Director
<i>Approved Date:</i>	May 30, 1998
<i>Revised and approved:</i>	August 1, 2013
<i>Reviewed:</i>	August 20, 2021

## Summary

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- Provides consultation, education, and support to identified caregivers in communities on the North Island.

## Key Duties and Responsibilities

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To perform the job successfully the Behavioural Consultant must be able to consistently perform each essential duty satisfactorily. Other related duties may be assigned.

- Works with identified caregivers in communities on the North Island and provides consultative services to assist them in dealing effectively with behaviour problems of children in their care. May work with family caregivers in the 180 Degrees Detox and Stabilization program to provide support to the families caring for youth in the program.
- Develops education program for caregivers in the form of formal workshops and with ongoing educational contact. Provides assistance and education in parenting skills, communication skills, anger management, conflict resolution, problem solving, transition planning, attachment disorders, and trauma.
- Assists with the transition of children in and out of care. Assists caregivers in the development of support systems and liaises between caregivers and other services.

- Provides regular contact with clients either by phone or in person. The service is to be maximally accessible to client caregivers, therefore some evening and weekend work may be required.
- Attends team meetings, agency meetings, and inter-agency meetings in the community as required.
- Works in conjunction with Ministry for Children and Families' Resource Social Workers to identify placement needs of children and review list of potential caregivers to match children's needs with caregivers' skill levels.
- Responds to caregiver initiated contact when problems or crises arise.
- Liaises with social workers, probation officers, and other officials.
- Represents the agency in the community, when required, and maintains healthy relationships with other helping organizations and the community at large.
- Completes reports and attends meetings as required by the agency and the Ministry for Children and Family Development.

## Qualifications

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The requirements listed below are representative of the knowledge, skills, and/or ability required to perform each essential duty satisfactorily.

## Education and Experience

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Post-Secondary degree in counselling, child care work, or a related field and at least two years of experience working with family home care providers and high-risk children in a counselling or other helping capacity, including the following:

- Experience counselling children, family care providers, and natural parents.
- Experience working in group situations an asset.
- Knowledge and experience in maintaining confidentiality, appropriate boundaries, and other basic counselling ethics.
- Demonstrated ability to work constructively and cooperatively in a team setting.
- Good communication and interpersonal skills.
- Knowledge and experience with case recording practices/log book.
- Thorough knowledge of and ability to interpret MCFD standards and policies.
- Thorough understanding and knowledge of MCFD family care home model.

## Other Skills and Abilities

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The Behavioural Consultant 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 race, ethnicity, language, religion, marital status, gender, sexual orientation, age, abilities, socio-economic status, political affiliations, or national ancestry.
- Have a positive conviction about the capacity of people to grow and change.
- Have the ability to work respectfully in partnership with other team members, including referring authorities.
- 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.
- Recognize the value of a nurturing family as the ideal environment for a person.
- The consultant must have the ability to recognize persons with special needs and make appropriate referrals.
- Have basic computer and Internet skills.

## Other Job Requirements

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- Two completed, acceptable criminal record checks, one from the Criminal Records Review and one from the RCMP.
- The Behavioural Consultant must have use of a safe, reliable vehicle, and must obtain appropriate insurance as per Society policy.
- The Behavioural Consultant must be able to function independently.
- The Behavioural Consultant may be required to be on-call at specified times and carry a cellular phone. Weekend work and flexible hours may be required.
- The Behavioural Consultant will follow the Code of Ethics and the Mission Statement of The John Howard Society of North Island. The Behavioural Consultant will also abide by the relevant rules and regulations as set out by the Society and the Ministry for Children and Family Development.

## Diversity

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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.