JohnHoward
The John Howard Society of North Island

Job Posting

☐Internal ☒External/Internal

Job Title:

Intensive Support and Supervision Worker

Posting No:

JH 114

Job Location: Nanaimo

Note: This position includes a full benefit package, enrolment in the Municipal Pension Plan, and three weeks of paid vacation.

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

Salary Rate: $23.22 - $27.04, JJEP Grid 13, Step 1*

Schedule: To be determined with manager.

Hours per week: 30

Closing date: January 20, 2020, 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 10th Avenue, Campbell River BC V9W 4E3

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 JJEP/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.

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Job Description

Job Title:	Intensive Support and Supervision Worker
Work sites:	Port Alberni, Duncan, Nanaimo, Parksville, and Port Hardy
Program:	Intensive Support and Supervision Program (ISSP)
JJEP Benchmark:	Unique, points 676
Grid Level:	13, JJEP Wage Grid
Reports to:	Program Manager
Prepared date:	January 2002
Approved by:	Executive Director
Revised and approved by Executive Director:	August 1, 2019
Reviewed:	August 1, 2019

Summary

The program worker provides support, supervision, and service co-ordination to youth and their families referred by local probation officers in accordance with Ministry guidelines. The focus is on assisting the youth in developing healthy functioning in education, work, family, and community settings.

Essential Duties and Responsibilities

To perform the job successfully a program worker must be able to perform consistently each essential duty satisfactorily. Other duties may be assigned.

- Prepare, in consultation with and subject to the approval of the supervising probation officer, a detailed plan of supervision and support activities within a set time frame.
- Monitor compliance with the terms and conditions of community supervision, including, where applicable, random and periodic curfew checks.
- Report all known instances of the young person's non-compliance with the conditions of community supervision to the supervising probation officer or directly to the police, the latter being subject to locally established protocols or pre-authorized approval of the supervising probation officer.
- May be required to provide a statement and/or appear in court as a witness.
- Work flexible hours including weekends and evenings to accommodate program and client needs.

- Support the young person's participation in required or voluntary rehabilitation and intervention programs, e.g. addictions counselling, youth forensic treatment, Youth Substance Abuse Management Program, Youth Violence Intervention Program, life skills, social skills, etc.
- Assist the young person in complying with reparative conditions of the court order such as community or personal service, compensation or apology to the victim.
- Maintain ongoing contact with parent/caregivers, providing advice and assistance, including a range of counselling techniques, mediation and, as required, crisis intervention in order to maintain family integrity and residence stability.
- Identify, introduce and integrate recreational, social and/or cultural activities, which will support the young person's participation in such activities and facilitate the young person's disengagement from anti-social peers and activities.
- Act as an advocate, mentor and pro-social role model to the young person.
- Facilitate and support the young person's ongoing participation in school, training or employment.
- Link the young person with ongoing, non-governmental community supports, e.g. community mentors, volunteers, church groups, youth support groups, etc.
- Work collaboratively with the supervising probation officer, young person, parents/caregivers, and all relevant professionals and service providers involved with the young person through integrated case management.
- Work within a team model; however, program delivery warrants working alone without constant supervision.
- Provide the supervising probation officer with monthly reports and immediate notification about critical incidents.
- Represent the agency in the community when required, and maintain healthy relationships with other helping organizations and the community at large.
- Offer and receive support to and from co-workers as part of a team providing integrated, holistic services to youth and families.
- Follow policy and procedures, complete reports and attend meetings as required by the Ministry for Children and Family Development and The John Howard Society of North Island.

Qualifications

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

Education and Experience

- Two (2) year diploma in a related human/social services field
- Two (2) years' related experience which should include:

- Experience in providing support and supervision to high-risk youth who may be violent and may be participating in a non-voluntary program in a community based setting
- Experience in providing crisis intervention
- Knowledge and experience with the Youth Criminal Justice Act and youth corrections

Case Management Skills

- Demonstrated ability to work constructively and co-operatively in a team setting
- Excellent communication and interpersonal skills
- Knowledge and experience in involving families, community, youth corrections, and other systems in case planning with youth
- Knowledge and experience with case recording practices
- Knowledge and experience with referral, screening and case conferencing practices
- Knowledge of community resources for youth and families

Other Skills and Abilities

Worker 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 he or she will find among his or her 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 for 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.
- Worker must have the ability to recognize persons with special needs and make appropriate referrals.
- Have basic computer and Internet skills.

Other Job Requirements

- The program worker may be involved in coordinating and/or participating in activities with youth, which include physical, outdoor or other active elements.
- Driving is required to attend meetings and to enable contact with youth/families at home or in the community. The worker must have a valid driver's licence and safe, reliable transportation, and must obtain appropriate insurance as per John Howard policy.
- Two completed, acceptable criminal record checks, one from the Criminal Records Review and one from the RCMP.
- The program worker will follow the Code of Ethics and the Mission Statement of The John Howard Society of North Island. The program worker will also abide by the relevant rules and regulations and guidelines set out by the Ministry for Children and Family Development.

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.