

**SCHOOL DISTRICT NO. 62 (SOOKE)**

**TITLE:                  YOUTH OUTREACH WORKER**

**QUALIFICATIONS:**

1. Relevant Post-secondary training (e.g. Education, Psychology, Social Work, Counseling);
2. Crisis intervention training/experience;
3. Group facilitation training/experience;
4. Conflict negotiation and mediation training/experience;
5. Mental health and addictions training/experience;
6. Experience working with youth (approximate ages 11-19 years) and families;
7. Experience with action-based research and program evaluation;
8. Excellent communication and collaboration skills as an effective member of a multi-disciplinary team;
9. PIPA and FOIPPA knowledge;
10. Recent certification in or able to take WHMIS within 3 months of employment.

**ASSETS**

1. Experience working within a school setting;
2. Experience working with restorative justice; restitution
3. Strengths-based practitioner;
4. Familiarity with community capacity building models;
5. Community conferencing experience;
6. First aid certification;
7. Computer knowledge and ability to use applicable programs e.g. Word, PowerPoint;

Experience should be five plus years.

**RESPONSIBLE TO:**          Safe School Coordinator

**SUPERVISES:**              N/A

**JOB GOAL:**

**TITLE:        YOUTH OUTREACH WORKER**

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**PERFORMANCE RESPONSIBILITIES:**

- 1) Direct Intervention With Youth and Families
  - a) Works primarily as a school-based youth and family advocate-liaison to maintain connection or re-connect youth and families to Middle and Secondary School and/or other viable education alternative;
  - b) Works with youth and families within the School District;
  - c) Provides youth and families with family-centered, strengths-based, needs-driven, and outcome-based support;
  - d) Supports short-term crisis management;
  - e) Provides youth and families long-term action planning support;
  - f) Manages referrals from multiple referral sources (school-based, community-based and self-referrals);
  - g) Based on information provided by the referral source, and with direction from the referred individual(s), in consultation with school-based team, determines appropriate course(s) of action;
  - h) Provides follow-up support as required for all youth;
  
- 2) Resource Management and Referral
  - a) Works with Community Agencies to maintain the *Child, Youth and Family Resource Directory*; acts to make this resource web-based;
  - b) Based on expressed and assessed need, connects youth and families to specific resources and support people/services;
  
- 3) Team Collaboration
  - a) Participates on the School-Based Teams and attends meetings as required;
  - b) Engages in effective communication with appropriate school personnel;
  - c) Collaborates and consults with school partners, District personnel, and community members, including research partners.
  
- 4) Administrative Duties
  - a) Maintains up-to-date documentation of case files;
  - b) Collects data and creates reports regarding program as required by the Safe School Coordinator;
  - c) In consultation with the Safe School Coordinator, will develop and implement effectiveness measures for the program.

**TERMS OF EMPLOYMENT:        Ten months per year.**