

## Job Posting

Internal

External/Internal

**Job Title:**

# Overnight Youth Worker

**Posting No:**

## JH 354

**Job Location:** Courtenay

**Note:** This is a casual, on-call position.

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

**Salary Rate:** \$22.79 (Step 1) - \$26.15 (Step 4), JJEP Grid 6, Step 1\*

**Schedule:** Casual, On-Call

**Hours per week:** Casual, On-Call

**Closing date:** May 9, 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):**

Alisha McLain

**Email:**

employment@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 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.

## Job Description

<i>Job Title:</i>	Overnight Youth Worker
<i>Work sites:</i>	Courtenay
<i>Program:</i>	Supportive Housing Program
<i>Benchmark:</i>	Awake Residential Night Worker
<i>Grid Level:</i>	6
<i>Reports To:</i>	Program Manager
<i>Prepared Date:</i>	March 15, 2021
<i>Approved By:</i>	Executive Director
<i>Approved Date:</i>	March 15, 2021
<i>Revised and Approved by ED:</i>	
<i>Reviewed:</i>	

### Job Summary

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The Overnight Youth Worker monitors and attends to the well-being and safety of residents during the night. The worker maintains a comfortable and clean living environment.

### Key Duties and Responsibilities

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To perform the job successfully, the Overnight Youth Worker must be able to perform consistently each key duty and responsibility satisfactorily. Other duties may be assigned.

- Monitors residents through the night and attends to any medical and behavioural needs that arise during the night.
- Follow through on direction regarding specific residents left by the day staff.
- Notifies staff of any major problems or emergencies. Responds to emergencies in accordance with established policies and procedures.
- Supports residents with their morning and evening routines at the beginning and end of the shift.
- Ensures that residents follow house rules. Monitors curfew regulations and reports to appropriate authorities as required.
- Ensures that logbooks and other documentation such as charts and incident reports are complete.
- Performs light housekeeping duties such as vacuuming, dusting, emptying garbage, cleaning, and laundry. Performs minor building maintenance such as changing light bulbs. Reports maintenance needs to the supervisor.

- Secures the building by arming alarms and locking doors and windows.
- Prepares and assists residents in breakfast preparation.
- Performs other related duties as required.

## 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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- Grade 12
- A minimum of six (6) months recent related experience which should include experience working with high risk youth in helping capacities
- Or an equivalent combination of education, training, and experience

### Other Skills and Abilities

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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 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.
- 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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- The Overnight Youth Worker must be able to work overnight shift work.
- Two completed, acceptable criminal record checks, one from the Criminal Records Review and one from the RCMP.

- The Overnight Youth Worker will follow the Code of Ethics and the Mission Statement of The John Howard Society of North Island. The Worker will also abide by the relevant rules and regulations set out by Island Health.

## 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.