

## Job Posting

☐ Internal

☒ External/Internal

**Job Title:**

# Youth Peer Support Worker

**Posting No:**

## JH 390

**Job Location:** Courtenay

**Note:** This position includes enrolment in our Employee and Family Assistance Program and optional enrolment in our defined-benefit pension, the Municipal Pension Plan.

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

**Salary Rate:** \$23.99 (Step 1) - \$27.54 (Step 4), JJEP Grid 8, Step 1\*

**Schedule:** To be determined with Manager. May include some evenings and weekends.

**Hours per week:** 17.5

**Closing date:** May 9, 2023 , 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>     | Youth Peer Support Worker |
| <i>Work sites:</i>    | Campbell River            |
| <i>Program:</i>       | Foundry Campbell River    |
| <i>Benchmark:</i>     | Activity Worker           |
| <i>Grid Level:</i>    | 8, JEP grid               |
| <i>Reports to:</i>    | Program Manager           |
| <i>Prepared date:</i> | June 20, 2022             |
| <i>Approved by:</i>   | Executive Director        |
| <i>Approved date:</i> | August 23, 2022           |
| <i>Revised:</i>       |                           |
| <i>Reviewed:</i>      |                           |

### **Summary**

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In accordance with the established vision and values of the organization, works as a member of an interdisciplinary team to provide peer support. Plans, organizes, implements, and evaluates community-based recreational, social and/or education activities for youth aged 12 – 24. Encourages youth to participate in programs and activities through fostering the development of relationships based on respect and role-modelling. Facilitates group and one-to-one peer support meetings, and plans and delivers information sessions. Acts as a resource to service providers and youth.

### **Key Duties and Responsibilities**

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To perform the job successfully the Youth Peer Support Worker must be able to perform consistently each essential duty satisfactorily. Other related duties may be assigned.

- Plans, organizes, implements, and evaluates community-based recreational, social and/or educational activities to meet clients' needs.
- Encourages and facilitates clients' participation in activities; provides guidance and instructions.
- Monitors and observes client's behaviour. Reports problems to the supervisor.
- Provides skill-building to clients such as life skills and social skills; models appropriate behaviour.

- Provides support to youth accessing services.
- Ensures safety of clients. Responds to emergencies in accordance with established policies and guidelines.
- Participates in the development of individual activity plans.
- Helps with systems navigation.
- Supports orientation to Foundry regarding services offered.
- Supports outreach by assisting clients to attend appointments and access community resources.
- Accompanies clients to activities.
- Maintains related records and statistics and produces reports as required.
- Maintains liaison with clients' families, other community service providers and professionals.
- Assists with groups.
- Performs other related duties as required.

## Qualifications

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The requirements listed below are representative of the knowledge, skill, and/or ability required.

## Training and Experience

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- Six (6) months recent related experience working in peer support programs or experience in leadership programs at high school which should include:
  - Solid knowledge of common types of computer software such as Microsoft Office and Power point and the use of social media.
  - Some knowledge and awareness of mental health and community resources and supports.
  - Demonstrated ability to work both independently and as part of a team.
  - Well-developed communications skills including active listening, and oral and written communication.
  - Demonstrated ability to establish and maintain rapport with peers.
  - Demonstrated time management skills, accountability, reliability, and punctuality.
- This position has no education requirement.

## Other Skills and Abilities

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Worker must:

- Demonstrate high degree of self-awareness and the capacity to apply appropriate boundaries and maintain confidentiality.
- 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

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- The Youth Peer Support Worker may be involved in co-ordinating and/or participating in activities with clients, which may include physical, outdoor or other active elements.
- Two completed, acceptable criminal record checks, one from the Criminal Records Review and one from the RCMP.
- The Youth Peer Support Worker will follow the Code of Ethics and the Mission Statement of The John Howard Society of North Island.

## 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.

