



Inner City Youth Housing Project, a joint venture partnership (JVP) of E4C, Bissell Centre, and Boyle Street Community Services, is seeking a dedicated professional eager to join our team. This is an excellent opportunity for a gifted professional to make a significant difference to homeless, at-risk, street-involved youth.

Transitional Support Worker – Inner City Youth Housing Project (ICYHP)

Youth Services Division

Job Purpose

ICYHP offers safe, supportive housing for youth experiencing addictions and homelessness. As a member of the ICYHP team, your primary responsibility will be to provide youth with the stability and supports necessary and assist them in meeting their goals toward independent living.

Duties and Responsibilities

To maintain a safe and healthy living environment through:

- Build rapport with the youth, be an active and supportive listener.
- Encourage youth to discuss concerns with their Success Coach and/or legal guardian.
- Ensure youth clearly understand household rules/expectations. Ensure that youth are following through on expectations.
- Maintain household cleanliness (following guidelines set out in the Transitional Support Worker training manual).
- Prepare, clean and organize youth bedrooms from youth transitions.(clean walls, arrange furniture, launder linens etc.).
- Prepare room for new intakes (Move-In Room Inspection Checklist, fresh linens, toiletries, etc.)
- Yard maintenance (i.e. snow shoveling/removal, raking leaves, picking up garbage etc.)
- Prepare/assist youth in the preparation of nutritional dinners. Ensure adequate supplies of nutritional food are available to the youth.
- Ensure that the house is adequately stocked with cleaning supplies, linens, personal care items for the youth, etc.
- Comply with all legislation, bylaws and standards (health, fire, safety, city, accreditation).
- Completion of all required TSW paperwork (monthly smoke detector tests and bi-monthly fire drills, First Aid Supply Checklist and Emergency Supply Checklist, etc.)
- Maintain positive relationships with community members (neighbours, visitors, etc.) and report significant issues/incidents to supervisor.
- Document maintenance requests and submit to supervisory team.

To provide direct care to residential clients through:

- Crisis intervention and one-on-one support.
- Encourage youth to participate in life skills development (household shopping, meal planning/ preparation, maintenance of household/landscape, etc.)
- Supporting youth with addictions, abuse, mental health, poverty and homelessness issues.

To assist with client case work through:

- Communicate (verbally or in writing) pertinent information (youth/facility updates, etc.) to other household team members.
- Communicate with the Success Coach regarding progress of the youth, significant changes in the youth's behaviour, any concerns/challenges that the youth is having, lack of follow through with expectations, etc.
- When natural opportunity arises, reinforce conflict resolution, positive communication, household respect (through positive reinforcement, role modeling, supportive listening, etc.).
- Completion of Internal Incident Reports (IIR) as required.

To provide additional support to the program as needed, this may include, but is not limited to:

- Maintain a positive, professional working relationship with ICYHP personnel.
- Understand and practice Human Resource policy and procedures and ICYHP Programming Policy and Procedures.
- Understand and practice ICYHP mission, vision, values and guiding principles.
- Other related duties as assigned by supervisor.

Qualifications

Preferred:

- Strong interpersonal, non-judgmental, empathetic, flexible and ability to work with initiative
- and independence
- Experience/knowledge of addiction, poverty, mental health, abuse.
- Knowledge of harm reduction, resiliency, solution focused practice.
- 1-2 years working with marginalized populations (youth experience is an asset).
- Aptitude and skill in computer use and database entry.
- Standard First Aid and Suicide Intervention Training.
- Must provide Criminal Record clearance and Child Welfare Information System clearance.

Working Conditions

- Single-staffed at a ratio of 1:5
- Required to work combination awake and sleep overnights
- Will be contacted on an as needed basis, flexible availability is required.

Physical Requirements

- Must be able to work on their feet for extended periods of time.
- Ability to lift between 10-20kg
- Limited to moderate degree of mental/visual effort required

Salary Scale

Awake rate: \$15.50/ hour

Asleep rate: \$10.00/hour

Please submit your résumé to:

E-mail: youthhr@e4calberta.org

Fax: 780.425.5911

We thank all applicants for their interest, however, only those selected for an interview will be contacted.