



COMPASSION, POWER, RESPECT
artemis place
SOCIETY

Youth and Family Counsellor Job Posting – one-year temporary position

Posting Closes June 6th 2022

Artemis Place is an independent alternative school offering a nurturing and integrated program of self-paced academics/workshops, counselling, life skills, parenting support along with an on-site child care centre. The Youth and Family counsellors provide caring support services to students including 1-1 counselling, group work, case management, and referrals. They contribute to the planning and scheduling of the weekly timetables and actively facilitate life-skills' groups; as well as contribute to the development of the Individual Education Plans. The YFC's hold special responsibility for maintaining a positive team culture and environment through communication skills, role modelling and leadership. The role primarily takes place at the school and occasionally in the community for outreach, appointments, integrated case management meetings, etc.

Support Functions

- Participate in intake, case management and tracking for each student on case load;
- Complete student assessments and maintain case notes and tracking.
- Provide counselling support/check-ins to each student on caseload on a regular basis;
- Facilitate referrals and collaborate with external professionals, as needed;
- Weekly community planning and facilitation, e.g. check-ins/community meetings, lunch;
- Maintaining appropriate professional boundaries and participate in regular Clinical Supervision.

Life-skills' Workshops & Activities

- Plan, facilitate and/or schedule dynamic activities and engaging groups on identified topics;
- Establish and maintain group and community norms and guidelines;
- Coordinate cultural and recreational activities and/or field trips to places of local interest;
- Support scheduled recreational activities on a regular basis.

Respectful and Safe Community

- Collaboratively lead on-going community building activities;
- Be 'in community' with students during program hours to create casual opportunities for check-ins;
- Lead Conflict Resolution/Peacebuilding between students, as needed;
- Contribute to collaborative decision making within the program and be open to responsive and constructive feedback.

Program Operation

- Positively reinforce program norms and rules;
- Schedule, plan and participate in special events and support the various program areas as needed.
- Provide academic tutoring/support, when requested, including computer support;
- Attend weekly meetings and maintain ongoing communication with all program staff;
- Maintain student tracking, including: counselling time; meetings; attendance at groups.
- Collaboratively contribute to documentation and systems supporting Special Education Designations and Individual Education Plans.

QUALIFICATIONS:

- Relevant undergraduate degree, e.g. Social Work, Child & Youth Care;
- Conflict Resolution skills and willingness to do a peacebuilding process for individuals in the program;
- Class 4 driver's license or willingness to attain;
- Knowledge of community resources, initiative in locating new additional resources;
- Demonstrated ability to maintain a good working relationship with community resources;
- Experience and/or knowledge of working with local First Nations;
- Demonstrated skills in group facilitation and individual counselling experience with at-risk adolescents and demonstrated knowledge of the issues they face.

PERSONAL QUALITIES:

- Flexible, warm, authentic, reliable, & a good sense of humor
- Excellent interpersonal communication and relationship-building skills
- Demonstrated nonjudgmental and respectful attitude

Annual Contract: August 28th, 2022 to July 27th 2023, 35hrs/week Monday to Friday until June and 4 days per week in July, Pay: \$30.00-\$32.00/hr. There could be some part time work available in July 2022.

For more information visit www.artemisplace.org

Please email cover letter and resume to info@artemisplace.org

No phone calls or in-person inquiries. Only those shortlisted for interviews will be contacted.