



Kamloops and District Elizabeth Fry Society

827 Seymour Street, Kamloops, BC V2C 2H6 PH. 250-374-2119 - TF. 1-877-374-2119
www.kamloopsefry.com admin@kamloopsefry.com

"We envision a community founded on equality and justice."

Job Posting

Position Title Youth Program Coordinator	Competition No. 2021.16
Department SKY Program	Wage \$28.39
Current Location 827 Seymour Street Kamloops BC V2C 2H6	Employee Group This position requires Union membership
Current hours per Week 35 Hours, Monday-Friday, 8:30-4:00, 30-Min. Lunch	Position Status Temporary – 1 year

Job Description

At Elizabeth Fry, we are passionate about the cause and the people we serve in our community. Youth Program Coordinator is one of the key forces behind both, and we are currently seeking someone exceptional to take the helm. The ideal person for the job will be a problem solver with exceptional organizational skills and ability to lead and be part of a team who serves complex adjudicated youth.

Responsibilities

- Manages initial screening and acceptance of client referrals to the SKY Program
- Works as a team member with the SKY Youth Support Workers and is available for consultation on program issues, leading team meetings, program planning and fulfilling on-call duties
- In partnership with youth, identifies goals for placement, develops strategies to meet goals and evaluates progress
- In partnership with youth prepares, and periodically reviews, individual Service Plans
- In consultation with case management team, prepares and regularly evaluates individualized plans and makes referrals to other programs, agencies and community resources
- Supports youth in making healthy lifestyle choices by modeling pro-social lifeskills
- Provides advocacy and support to youth for successful reintegration into the community and facilitates family reintegration, when appropriate.
- With the Program Manager, is responsible for initial screening process for hiring of family care home Caregivers
- Provides ongoing support, feedback and skill development for SKY Youth Support Workers and Caregivers
- Acts as liaison between the youth, probation officer, family, mental health, educational personnel and caregivers
- Prepares and maintains accurate and up-to-date records and statistics as required in accordance with established standards
- Maintains sensitivity towards cultural, religious, economic and social beliefs, values and opinions of the youth
- Coordinates youth transitions
- Transports and supervises the youth
- Ensures compliance to accreditation standards



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- With the Program Manager, establishes policies and standards in accordance with current child welfare legislation and that meet all contractual obligations of the contractors
- In consultation with the Program Manager, is responsible for preparing and monitoring the program budget, and directing the SKY Youth Support Workers spending accordingly.

Required Knowledge, Skills and Abilities

- Excellent oral, written, and interpersonal communication skills
- High level planning and organizational skills.
- Working effectively as a team member, and independently
- Assessing and managing risks effectively
- Effectively leading team members
- Ability to work with complex adjudicated youth
- Maintaining sensitivity towards cultural, religious, economic & social beliefs, values & opinions.

Education, Training and Experience

- A diploma in a field related to social work, psychology, sociology
- 1-year previous experience working with high-risk youth.
- 1-year previous experience in a supervisory role.
- Or the equivalent combination of education and experience.

Additional Information

- This is a 1-year temporary position
- A criminal record check and search under the Criminal Record Review Act is required
- The candidate will be reimbursed for any criminal record check expense upon starting employment.
- A valid Driver's License and access to a vehicle is required
- This job is a union position and union fees will be deducted from your salary accordingly.
- A comprehensive benefits package is included with this position upon completion of a probationary period.

About Us

The Kamloops & District Elizabeth Fry Society is a non-profit society providing services to people who are, or could be, criminalized, with an emphasis on the needs of women and families. The society provides education, advocacy, capacity building and safe, secure, affordable housing within an environment of respect for each person's right to self-determination and freedom from discrimination. Established in 1984, the Society is a member of the Canadian Association of Elizabeth Fry Societies. Staff, volunteers, and the board of directors are committed to compassionate program delivery with community collaboration and respect for diversity. The Elizabeth Fry Society, with skilled and motivated staff and volunteers, provides a fair and equitable work environment focused on health, mutual respect and teamwork.



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- This position is open to applicants of all genders, races, ethnic backgrounds and religious beliefs.
- EFry is committed to being an equal opportunity employer with an employee group that reflects the cultural diversity of the community.
- To apply for this position please submit your resume and cover letter to the address below.
- Only qualified applicants will be invited to an interview.

Reply to: Kamloops and District Elizabeth Fry Society
Human Resources Office
702-235 1st Avenue, Kamloops, BC V2C 3J4

Date Posted:
September 22, 2021

Email: deniz@kamloopsefry.com

Closing Date:
October 6, 2021



Each applicant is responsible for ensuring that the Human Resources Department receives their application by 4:00 p.m. on the closing date.