



## JOB POSTING

### Youth and Family Counsellor - Delta

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**JOB TITLE:** Part Time Youth and Family Counsellor    **START DATE:** January 2018

**REPORTS TO:** Coordinator - Family Counselling

#### SUMMARY OF RESPONSIBILITIES

The Youth and Family Counsellor provides time-limited, goal oriented professional counselling under the supervision of the Coordinator. The Youth and Family Counsellor builds relationships with key players in the community and supports/empowers the client in identifying, understanding and overcoming personal/family problems, and in establishing and achieving realistic goals.

#### JOB DUTIES

- Participates as a constructive and integral member of the Boys and Girls Clubs of South Coast BC (BGC) Youth and Family Counselling team including consultation, sharing of information and expertise and participation in intake meetings.
- Assesses client needs and establishes goals to develop a service plan with the participation of the client.
- Develops and implements prevention, counselling and intervention programs, presentations in office and through outreach. Plans, prepares and conducts group and/or individual counselling sessions with clients.
- Responsible for case management including evaluation of clients' programs.
- Follows up results of counselling programs and clients' adjustments to program.
- Connects client to other team members as needed.
- Provides support for client while they are in the program and, as appropriate, provides follow up support to client upon leaving the program. Advises other professionals involved with client's case where further evaluation or more intensive treatment is required.
- Maintains a thorough knowledge of community resources to meet clients' needs.
- Provides liaison, education and advocacy to other professionals, other agencies and the community.
- May formulate and facilitate support groups in program areas for clients and/or their families.
- Provides consultation within BGC and to those working with client's i.e. coworkers, social workers, probation officers, and other professionals. Participates in staff training sessions and public education forums, seminars and conferences relevant to specific program areas.
- Participates in the evaluation of programs. Provides suggestions to modify programs and pro-actively participates in planning and implementing changes as needed.
- Compiles and analyses data, assembles and edits reports, and prepares reports in an appropriate format.
- Maintains up-to-date records on clients; provides progress reports to the Coordinator and the MCFD. Completes all required documentation.
- Discusses case planning and concerns with members of the team as well as with other professionals in the community. Strictly respects client and agency confidentiality of information.
- Performs other related duties as required.

## **REQUIREMENTS**

- Clean Criminal Record Check (Vulnerable Sector).
- A Master's degree in counselling, social work or a related field, or the equivalent combination of education and experience is required for this position.
- At least three year's relevant work experience is required for this position.
- Direct program delivery experience in the community social services sector with a demonstrated working knowledge of community-based programs and related provincial and community support services systems is preferred.
- Knowledge of relevant government legislation and policy is required.
- Knowledge of intervention strategies related to Substance Abuse, Suicide Prevention, Children & Youth Abuse and Neglect, etc.
- Knowledge of relevant counselling and assessment techniques therapies used with children, youth and parents.
- Demonstrated ability to use a variety of computer software to generate and exchange information.
- Good organization, time and general management skills.
- Well-developed written and verbal communication skills.
- Knowledge of group process and skilled in the use of facilitation techniques.
- Must exhibit personal maturity and sound judgment, be self-motivated, results oriented and have excellent interpersonal skills.
- Demonstrated ability to organize and prioritize a variable workload, and competency with handling the pressure of multiple tasks and deadlines; many involving confidential information.
- Valid B.C. driver's license and a reliable vehicle insured for business use (two million liability).
- Valid First Aid Certificate.
- Class 1V drivers' license.

This is a regular part time position for 30 hours per week with group benefits after 6 months, paid vacation, sick leave and pension after one year.

## **CLOSING DATE**

December 29<sup>th</sup>, 2017

## **HOW TO APPLY**

Please email a resume and cover letter to:  
Youth and Family Counsellor Hiring Committee  
[nbanic@bgcbc.ca](mailto:nbanic@bgcbc.ca)

Thank you in advance to all persons who apply for this position. Please note that only those selected for interview will be contracted.