

**Malahat Nation**

110 Thunder Road | Mill Bay, BC | V0R 2P4

Tel: (250) 743-3231 | Fax: (250) 743-3251

info@malahatnation.com | www.malahatnation.com

Child & Youth Care Worker (CYC)

REPORTS TO	Director of Early Learning Child & Family Supports (ELCFS)	START DATE	As Soon As Possible
COMPENSATION	\$34.20 – \$35.22 per hour (NEE: H - 18) - the above rates <i>subject to education and / or experience or a combination of both.</i>	STATUS	Fulltime: 1-Year Term (Min. 24-hours per week)

Malahat Nation represents approximately 350+ members with two reserve lands located on the western shore of Saanich Inlet, south of the village of Mill Bay, about 40-kilometres north of Victoria, British Columbia. Malahat Nation is looking for the right candidate to join our Early Learning Child & Family Supports team! We are looking for fun, energetic, dependable and organized staff. Staff are offered opportunities for professional growth and development.

PURPOSE: Reporting to the Director of Early Learning Child and Family Supports, the Child and Youth Care Worker will be required to support, organize and provide front line service to children and youth ages five to eighteen years of age at Malahat Nation. *This is a one-year fulltime term position working a minimum of 24-hours per week to a maximum of 30-hours per week, with flexible work hours including some evenings and / or weekends as needed, with local to moderate travel required.*

RESPONSIBILITIES:

- Support, plan, prepare and carry out developmentally and culturally appropriate program and activities for a variety of age groups
- Support in designing, coordinating and implementing summer, spring break, afternoon and evening programming and special events
- Support with group programming and one-on-one with children or youth as needed
- Lead groups of children and youth, complete program planning and work on an individual basis
- Ensure positive communication and proactive relationships with team members, children and families
- Ensure that Coast Salish traditions, language and cultures are integrated throughout all programs
- Ensure all related documentation (forms, consent etc.) are collected, completed in full and filed
- Deliver services for children and youth in a strength-based approach
- Provide support and work in collaboration with staff at Malahat Nation and other agencies including programming administered by affiliated outside organizations
- Plan and implement appropriate age-based activities according to skills and learning levels that promote social interactions and personal development
- Post weekly and/ or daily activity plans for the age group you are working with and work from our monthly planning and reporting template
- Adhere by COVID-19 policies while they apply
- Participate in training and staff meetings as required
- Other duties as required.

EDUCATION AND EXPERIENCE:

- Bachelor's Degree, Diploma in Community Social Services, i.e. Mental Health Worker, Child and Youth Care (CYC), or Social Services Worker or an acceptable combination of related education, training and experience
- Minimum one-year recent related experience working with Indigenous community, resources, including but not limited to children and youth an asset
- CPR and standard first aid training required
- Clear criminal record check (CRC) including vulnerable sector search prior to employment
- Valid BC Driver License and Driver Abstract (Class 4 considered an asset)
- Effective December 3, 2021 full vaccination against COVID-19 is required to be eligible for employment at Malahat Nation. All individuals must show Proof of Vaccination as a mandatory condition of their employment

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of legislation such as the Mental Health Act and duty to report legislation
- Knowledge of child development, parenting and family systems, family violence, cross-cultural practice
- Knowledge of Microsoft Office Suites programs i.e. Word, Excel, PowerPoint, HTML and / or zoom
- Extensive understanding and knowledge of Aboriginal health issues, protocols and health needs, including the physical, mental, emotional and spiritual needs of the client and community
- Experience with program development and planning etc.

- Excellent written, oral and interpersonal communication skills, with strong analytical and problem-solving skills and the ability to work and communicate well with children and families
- Ability to maintain a high level of accuracy in preparing and entering reporting requirements, case notes, and data entry
- Ability to work cooperatively as part of a multidisciplinary team or independently
- Ability to promote positive change, independence, and life skills
- Demonstrated sound judgment, excellent observation, and advocacy skills
- Demonstrated organizational skills and time management with the ability to multitask
- Demonstrated ability to deliver culturally sensitive services to Indigenous populations
- Demonstrated ability to stay calm in the face of crisis or conflict
- Physical and emotional ability to carry out the duties of the position maintaining utmost confidentiality relating to all files, participants, and programming

Interested applicants are invited to submit a current resume, a detailed cover letter and three references.

Please reference the 'Job Title' in the 'Subject Line'.

Human Resources Department, Malahat Nation

In person, fax 250-743-3251 or via email

Email: careers@malahatnation.com

Website: <https://malahatnation.com/jobs/>

Deadline: Recruitment open until the position is filled.