Burnside Gorge Community Association
YOUTH AND FAMILY COUNSELLOR

JOB SUMMARY
The role of the Youth and Family Counsellor is to provide early identification and intervention in the areas of counselling, skill development and support services to vulnerable children/youth and their families. Children/youth who are vulnerable are those who are experiencing familial, emotional, behavioural, and cultural issues which significantly limit their capacity to function effectively within their family, school, and/or community.

Youth and Family Counsellor Service objectives are to:
- Support youth to succeed in school or an educational/employment program.
- Strengthen youths’ relationships and connections with their family and community
- Promote youth and their families’ healthy lifestyle choices and the development of students’ healthy social relationships

Key Responsibilities:
- Assess the individual needs of children/youth/family in the areas of family capacity, emotional stability, school functioning, peer relations and community profile.
- Manage a caseload determined through a partnership with Burnside Gorge Community Center and Spectrum Administration.
- In collaboration with children/youth/family, develop a service plan that responds to their needs in a holistic manner. This may involve the following services.
  - Individual counselling
  - Family counselling
  - Group counselling (i.e. grief/loss, parenting, divorce, social skills, healthy lifestyle choices)
  - Planning, development and facilitation of groups and workshops for clients, parents, and staff
  - Life skill training, which may include social skills development and conflict mediation/resolution.
  - Enhance inter-relationship between families, schools and community.
  - Ongoing consultation with teachers/community professionals
  - Crisis management intervention
  - Preventative interventions and health promotion
  - Facilitate students’ transition to and connection with a new school
  - Assist school staff and administration to design and implement social, behavioural, and emotional components of Individual Education Plans and support objectives and goals related to those plans.
- On-going consultation and liaison with administration, teaching staff, community professionals, and the family (integrated case management).
- Be an advocate and support, consistent with the outcome goals, for students and their families within the school environment.
- Refer youth and their families to community resources when appropriate. (Follow reporting procedures outlined in various inter-ministry handbooks)
- Participate in school-based activities such as school-based case management teams, case conferences, and staff meetings.
• Maintain documentation detailing service plans, outcome measures community contacts and referrals.
• Complete required reporting material including interim and annual reports.

Qualifications:
• A university degree in human services (e.g. Child and Youth Care, Social Work, Counselling Psychology) with related work experience is required
• Experience working within a school setting and with high school-age children required.

HOURS OF WORK
14 hours per week until June 30, 2024 (excluding winter & spring breaks)
September – June 30, 2023 (ongoing contract is dependent on funding)

Start date: October 2, 2023
End date: June 28, 2024

WAGE
$29.72 - $32.96 depending on experience and education

REPORTS TO
Executive Director and School Principal

TO APPLY (Please submit a resume with cover letter to)
Burnside Gorge Community Association
Attn: Suzanne Cole
Email: suzanne@burnsidegorge.ca
Mailing address: 471 Cecelia Road, Victoria, BC V8T 4T4

Closing date: September 15, 2023

We thank all applicants for their time but only short-listed candidates will be contacted.