

Link Housing First Outreach Worker

If you are passionate about helping youth and are interested in a career with a non-profit organization, Aunt Leah's has a full time regular Link Housing First Outreach Worker position in our LINK program for you!

The Link offers youth who have aged out of government care the community, resources and opportunities to help them achieve their goals and transition, successfully from foster care into adulthood. Youths receive access to a transition worker who provides one-on-one support and helps them apply for jobs, learn new practical skills, and develop a plan for their future.

Job Summary: Works to provide post majority services for Youth and families from becoming homeless by acting as a Housing First Outreach Worker for participants of the Link Housing First Program.

Reports To: Link Program Coordinator

Qualifications:

- Post-secondary Child and Youth Care Diploma or equivalent with a minimum of one year experience in providing support to youth or;
- A relevant combination of education and experience combined with general suitability

Essential Functions

Direct Care (Housing First):

Supports, encourages and challenges youth, through developing a trusting relationship with the youth during outreach visits. Activities include:

Job finding/keeping skills (job search, resume preparation, job interview preparation and presentation, completing application form and job maintenance)

Household maintenance skills (housing search, basic cooking skills, menu planning, house cleaning, laundry, personal hygiene, shopping, keeping their suite secure etc.);

Financial management (opening bank accounts, writing cheques, paying bills, budgeting, saving, obtaining social insurance numbers, paying rent, providing access to food cupboard and bus tickets etc.)

Interpersonal skills (developing and maintaining healthy relationships, conflict resolution, seeking assistance and support from friends and professionals as necessary, etc.)

Health and personal habits (training and education in basic health care, development of responsible sexual practices)

Leisure activities (learning in locating, using, developing and maintaining healthy ways to use recreational time)

Education/vocational upgrading (assistance and support in obtaining appropriate training, participating with the youth in making contact with appropriate community resources)

Cultural Connectivity (assistance and support around connecting with their Aboriginal Heritage and participating in the cultural practices of their home (or identified home) communities.

Embrace the five principles of Housing First

- Immediate Access to Housing with No Housing Readiness Conditions
 - Develop relationships with potential landlords to provide market housing for chronic or episodically homeless youth
 - Flexible hours in order to work collaboratively with youth on accessing housing
 - Key Worker for youth residing in three month Transitional Housing
- Consumer Choice and Self-Determination
 - Use of Motivational Interviewing- (collaboration, Evocation and Autonomy)
 - Develop a collaborative relationship that encourages the youth to state their preferences
- Recovery Orientation
 - Assertive Engagement- Supporting the individual to self-manage
 - Reflective Practice
- Individualized and Person-Driven Support

- Engage youth where they are at
- Strength's based approach

- Set regular scheduled meetings with individuals in Aunt Leah's Housing First programs
- Ensure Participant's goals and preferences are in the service agreement
- Social and Community Integration
 - Connect with Aunt Leah's Youth Advisory Committee
 - Understand the role of peers and allies

- Complete an Eligibility Assessment upon intake to determine level of homelessness as well as priority level to determine focus of work
- Collaborate with participants in the formulation of service agreements that are reviewed and modified with participants on a regular basis.
- Provide outreach, case management, counseling, advocacy, and other needed services to participants in any environment including: the streets, shelters, prisons, hospitals, apartments, office, etc.
- Provide individually tailored services to each participant, e.g., housing placement, independent living skills, vocational guidance, appointment escorts, integrated substance use treatment, family counseling.
- Maintain written and computerized records, compile reports and complete other program documentation (including case notes, statistics, letters, etc.).
- Coordinate / monitor referrals to community services, and advocate participants participation in them.
- Assist participants to manage their money; prepare budgets with participants and compute expenses.
- Educate, inform and advocate for participants regarding benefits and entitlements (Social Security, Public Assistance, food stamps, etc.).
- Perform other related duties as directed

Knowledge, Skills & Abilities (KSA)

- | | |
|---|--|
| • Communication (Verbal & Written) | • Analytical/Research |
| • Ability to follow and implement program policies and procedures | • Flexibility/Adaptability in managing multiple priorities |
| • Interpersonal Abilities & Team Work Skills | • Computer/Technical Literacy |
| • Multicultural/sensitivity/Awareness | • Planning/Organizing & Budgeting Skills |
| • Problem-Solving/Reasoning/Creativity | • Report Writing & Documentation |
| • Crisis Management/Conflict resolution skills | • Ability to teach and mentor life skills |
| • Ability to work independently | • Housing First |
| • Strong time management skills | • Ability to manage a solid self –care plan |
| | • Trauma Informed Practice |

Requirements:

- | | |
|---|--|
| • Undergo & maintain Criminal Record Check | • Standard First Aid- Level C with CPR |
| • A valid driver's license and access to a vehicle | • Food Safe |
| • Produce a clear Driver's Abstract | • Non-Violent Crisis Intervention |
| • Proof of vehicle business insurance and \$5 million liability | • Mental Health First Aid |
| • Follows Aunt Leah's Practice Guidelines | • Addictions and Substance use Training |
| • Other certification as required by individual programs | • Rapid Overdose Response Training |
| | • Cultural Competency Training |
| | • Agrees to the Society's Code of Ethics |

3. Direct Care (other duties):

- Participates in ongoing professional development Informs past youth and mothers of events and activities taking place on a regular basis through email and Social Media, participates in planning these events and activities

- Completes follow ups with youth and mothers three months and six months after leaving program.
- Provides a report to the Link Program Coordinator
- Participates in the Essential Skills Workshop staff rotation
- Liaises with the Training Programs to provide employment and training opportunities for Link participants
- Follows up on internal referral form from Aunt Leah's residential programs. Meets with Supervisor regularly to prioritize workload as well as geographical area

4. Financial Responsibilities:

- Responsible for providing receipts for petty cash used for Link participants
- Ensures that expenses follow budget guidelines

3. Health and Safety:

- Participates in annual review of Aunt Leah's Health and Safety Policies and Procedures

5. Communication:

Internal:

- Completes daily log, monthly outcomes tracking and critical incident reports
- Attends meetings, including team meetings and monthly Staff Development
- Liaises and seeks direction from the Link Program Coordinator in crisis situations
- Attends Aunt Leah's Events as directed by Supervisor; this may include but is not limited to youth camping trips, theme nights, Essential Skills Workshops, etc.

External:

- Ensures participant numbers and activities are maintained to a certain level to ensure continued funding
- Liaises with community partners, professions and other stakeholder with the goal of connected youth to relevant services and agencies

6. Confidentiality:

- Communication between Link staff and youth is confidential
- Support Workers will follow Aunt Leah's Society Policies and Procedures and Aunt Leah's Code of Ethics (includes Child and Youth Care Association of BC Code of Ethics, Aunt Leah's Privacy Policy, BC Rights of Youth in care & UN Rights of the Child)

7. On Call: Participates in on call as scheduled; while on call, is able to support and attend as required

Physical Demands: This position requires some lifting of heavier objects.

We offer: A comprehensive benefit package after 6 months of continuous employment that includes: dental, extended health care including vision care and prescription, RRSP after 1 year, personal time package, and employee discount at our Thrift Store.

Salary: Commensurate with qualifications.

How to apply:

If you meet the qualifications listed, and wish to work in a collaborative and supportive environment that offers ongoing professional development opportunities, please email your resume with a cover letter to: hr@auntleahs.org. You may also apply on our website at www.auntleahs.org. Short listed candidates will be contacted for interview. We thank all interested applicants in advance.