

CASE COORDINATOR/SOCIAL WORKER (ABORIGINAL/INDIGENOUS)

Youth Assisting Youth (YAY) is seeking an Aboriginal/Indigenous individual who is a self-starter with initiative who enjoys working in a fast-paced environment. As a Case Coordinator, you will use your superior assessment and case management skills to create and support mentoring relationships (matches) between Youth Volunteer Mentors and Junior Youth Mentees (children). Your dynamic, energetic and professional attitude will be instrumental in assisting newcomer children and children with mental health challenges. Must have proof of double vaccination from Covid-19 and have had a booster.

ATTENTION ALL INTERESTED APPLICANTS:

ARE YOU AN INDIGENOUS/ABORIGINAL INDIVIDUAL AND REGISTERED WITH MIZIWE BIIK ABORIGINAL EMPLOYMENT AND TRAINING? IF SO THEN YOU ARE ELIGIBLE TO APPLY FOR THIS POSITION.

DUE TO FUNDING RESTRICTIONS ONLY APPLICANTS WHO ARE ABORIGINAL/INDIGENOUS ARE ELIGIBLE TO APPLY FOR THIS POSITION. NO OTHER APPLICANTS WILL BE CONSIDERED.

Candidates **MUST** reside in the GTA and identify as First Nations, Métis or Inuit and be registered with Miziwe Biik Aboriginal Employment and Training. Please include a cover letter explaining how you meet the job requirements

PLEASE PROVIDE A COVER LETTER WITH YOUR RESUME INDICATING THAT YOU ARE ABORIGINAL/INDIGENOUS AND HOW YOUR EXPERIENCE MATCHES THE REQUIRED QUALIFICATIONS

RESPONSIBILITIES:

- The primary responsibility is to match newcomer children and children with mental health challenges to a Peer Youth Mentor with an understanding of each of their needs
- Assess volunteer and child/parent fit to The Peer Project's One to One community based peer mentoring program by completing individual home interviews/assessments and other enrollment processes
- Match qualified volunteers using intake data to gain the best relationships/outcomes for youth. Once the matches are formed provide monthly match support for the volunteer and child to guide their relationship development
- To determine the indicators for success and set goals with both the parent/child and Youth Mentor at the initial match visit
- Work cooperatively with the Volunteer Recruiters to find Mentors in the areas of need
- Actively network with newcomer service organizations in the community to facilitate referrals of children where there are existing volunteers
- Regularly update and manage the Google maps of waiting Mentors and maintain active communication with recruiters where Mentors are needed

ASSESSMENTS

- Conduct home assessments of waiting children to assess the home environments and the needs of the child make.
- Maintain succinct records of home visits and gather information from referral sources, i.e.: teacher, doctor, etc. to further assess the needs of the child
- Arrange and complete home interviews and assessment of potential volunteers

CASELOAD MANAGEMENT:

- Maintain caseload of awaiting children through regular contact and appropriate referrals and pre-match activities
- Maintain regular contact with the Parent Support Workers
- Maintain caseload of matched Mentors by providing ongoing match support through regular phone contact and meetings
- Determine goals for the Youth Mentor and assist them in achieving their goals
- Monitor and keep detailed records of Mentor involvement
- Maintain up to date case notes in the CYSIS database
- Follow standard evaluation procedures for each case
- Be part of the Emergency On Call team on a rotation basis

REQUIREMENTS:

Preference will be given to candidates who:

- Are an Aboriginal/ Indigenous individual and registered with Miziwe Biik Aboriginal Employment and Training
- Post-Secondary education in Social Work field and/or equivalent work experience in child and youth services
- Intake, interview and case management experience
- Excellent judgment and decision-making skills and a performance-driven mind-set
- A demonstrated knowledge of community and newcomer services organizations
- Able to communicate effectively (verbal and written) in English
- Have an understanding and knowledge of issues related to New Canadians and a commitment to working from an anti-racist and anti-oppression framework
- Able to work some evenings and occasional weekends
- Demonstrate Proficiency in Microsoft Office applications; including Word, Outlook, Excel, Google, database management, social media, etc.
- Have a current First Aid and CPR certificate or is willing to get same
- Willing to submit to a **Police Criminal Reference and Vulnerable Screen Check**
- **Must have proof of double vaccination from Covid-19 and have had a booster.**

COMPENSATION

This is a one-year contract position for 35 hours per week from April 1, 2022 until March 31, 2023 for 35 hours per week. The wage is \$22 per hour and is subject to government funding. This position includes evening and occasional weekend work.

How to Apply

If you are interested in joining a dynamic team of highly qualified professionals at Youth Assisting Youth who are dedicated to positively impacting the lives of children and youth, please forward your resume with a cover letter to: John van Rhee, Director of Programs & Client Services by email to jvanrhee@yay.org or by fax to: 416-932-1924. We thank all applicants for their interest but only those selected for interviews will be contacted.

THIS JOB IS SPONSORED BY MIZIWE BIIK ABORIGINAL EMPLOYMENT AND TRAINING AND SERVICE CANADA.

**YOUTH
ASSISTING
YOUTH YAY**

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Miziwe Biik

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