

MATAWA FIRST NATIONS MANAGEMENT



Job Description Awashishewiigihiwaywiin Next Steps Program

Youth in Transition Worker

PURPOSE OF THE POSITION

Matawa First Nations are nine independent First Nations who have come together to address the high number of Matawa First Nation children in care in First Nation communities and in the city of Thunder Bay, which are taking a toll on individuals, families and communities in both the short and long term.

Matawa First Nations Chiefs called for the development of community-based, culturally appropriate and responsive care models for children with a focus on prevention and family reunification. As we work with families, we have identified the lack of resources for those youth aging out of care (18-26)

The purpose of this position is to provide support to those identified youth to gain life skills, connect to culture and foster a healthy productive lifestyle.

SCOPE

The Next Steps Youth in Transition Worker is a position to assist youth 18-26 years of age who are exiting the Child Welfare System to transition successfully from care to independent living within their respective community. Services are driven by the youth, targeted and focused, responsive to individual needs, and sensitive to the social, linguistic and cultural diversity of youth. The Youth in Transition Worker will also support youth to connect to existing supports and resources within their communities including, housing supports, education resources, employment services and training, life skills training (i.e., financial management, household management), health and mental health services, through a culturally responsive lens.

RESPONSIBILITIES

Service User Support

- Be responsive to the youths' needs and goals as they transition from children and youth services to adult services. You will develop individual plans to meet their goals: goals may include affordable housing, family relationships, social relationships and supports, recreational and leisure activities, life skills, education, health and employment needs.
- Meet with youth through various means including in the community, online, etc. Next Steps services are expected to provide flexibly, at times, that meet the needs of youth, and that are consistent with the identified needs and goals of youth.
- Support youth to develop and maintain relationships with responsible, caring adults in the community to help them as they transition to adulthood.
- Transport clients to community appointments, as appropriate.
- Utilize a trauma informed approach to support youth.
- Role model appropriate healthy relationships including boundary setting, labeling emotions, communicating respectfully, etc.
- Provide opportunities to participate in cultural activities including land-based teachings and activities.
- Mediate and advocate with other service providers, where appropriate.

Case Management/Documentation

- Carry an ongoing caseload of up to approximately 15 clients per year.
- Conduct intake/assessment of the clients' needs pertaining to their successful transition to adult services.
- Collaborate with Child Welfare agencies and significant other agencies, services, and individuals in the lives of transitioning youth.
- Complete case notes and other appropriate documentation.
- Complete reports as needed.
- Other documentation as required through Matawa Policies and Procedures.

Community Liaison Functions

- Work with local community agencies to both inform them of the Awashishewiigiihiwaywiin Next Steps program, and also to become aware of the services available in the community to refer clients.
- Receive referrals from communities and other programs.
- Establish contact with Child Welfare workers in preparation for the exchange of information pertaining to the needs of the youth.
- Participate in community and program meetings as appropriate.
- Bridge clients from child welfare agency and systems to independent adult community.
- Foster communication and linkages with community agencies/organizations to improve access and mitigate barriers to services for eligible youth.

KNOWLEDGE, SKILLS AND ABILITIES

- Post-secondary diploma/degree in social work, Indigenous learning, Aboriginal Child and Family Services Worker, Aboriginal Community Advocacy, Child and Youth Worker or Social Services Worker with a minimum three (3) years' work experience in community service delivery.
- Valid G Class Driver's License.
- Valid current Vulnerable Sector and Criminal Records Check
- Valid First Aid/CPR certification.

Knowledge

The incumbent must have proficient knowledge in the following areas:

- Knowledge of the child welfare and justice system pertaining to Indigenous families.
- Strong communicator - excellent written, oral, and facilitation skills.
- Strong experience in Community Member advocacy with demonstrated experience providing services to Indigenous families, and/or communities.
- Experience working with Indigenous Peoples and Communities, knowledge of Indigenous cultures, traditions, and family dynamics. Proven analytical and problem-solving skills.
- Ability to create and maintain a confidential, welcoming, friendly and safe environment for Community Members.
- Knowledge of and established relationships with other service agencies, ability to network and create/maintain these relationships.
- Strong organizational/time management skills with an ability to plan ahead define measurable objectives and outcomes and meet objectives in a timely manner.
- Working knowledge of MS Office software, internet, and general office equipment.
- Ability/willingness to travel and to work flexible hours.

Skills

The incumbent must demonstrate the following skills:

- Experienced in support, de-escalation, and crisis intervention skills.
- Strong understanding of the unique and diverse youth within the child welfare system.
- Passion for working with Indigenous youth and compassion for the challenges they have faced.
- Experience being an amazing role model and/or mentor for youth.
- Awareness of community resources relevant to the population.
- Demonstrates punctuality and accountability with their time.
- Contributes to the Program strategy.
- Open to supervision and feedback, works collaboratively.
- Acts with integrity.
- Meets established deadlines.
- Manages Program and agency change in a positive manner.
- Crisis Intervention training and certification is an asset.
- ASIST Certification is an asset.
- Experienced cultural competency.

Personal Attributes

- Consistency;
- Task and results oriented;
- Availability, flexibility and open communication;
- Accountability, transparency and confidentiality;
- Cultural awareness and sensitivity;
- Respect, honesty and integrity;
- Excellent communicator.

WORKING CONDITIONS

The position may require the incumbent:

- To travel and must be able to fly-in to remote communities and airstrips by small aircraft.
- To billet at a private home.

Physical Demands

The Youth in Transition Worker will have to travel throughout Thunder Bay in all types of weather conditions. They may have to lift, carry and manage supplies. They may have to work odd or long hours at times to complete special requests or projects. The Youth in Transition Worker may have to spend long hours sitting and using office equipment, computers and attending meetings.

Environmental Conditions

The Matawa Training and Wellness Centre may be a busy facility. The Youth in Transition Worker may have to manage a number of projects at one time and may be interrupted frequently. He/she may find the environment to be busy, noisy and will need excellent organizational, time and stress management skills to complete the required tasks.

Sensory Demands

The position may require the incumbent:

- to a high volume of reading documents; may encounter eye strain and occasional headaches.

Mental Demands

The position may require the incumbent:

- to encounter high mental stress, dealing with crisis situations.

CERTIFICATION

Employee Signature

Printed Name

Date

I certify that I have read and understand the responsibilities assigned to this position.

Supervisor's Title

Supervisor's Signature

Date

I certify that this job description is an accurate description of the responsibilities assigned to the position.

Chief Executive Officer's Signature

Date

I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.