

HUMAN RELATIONS OFFICER (1553)

YOUTH PROTECTION

PERMANENT FULL-TIME

DEPARTMENT:	Youth Protection (640137)
WORK LOCATION:	Eastmain
UNION:	CSN
STATUS:	1 – Permanent Full-Time
HOURLY SALARY:	Min. (1) \$27.08 – Max. (18) \$47.98

SUMMARY OF THE POSITION

Person who implements, updates, monitors, analyses and assesses clinical activities and intervention plans on behalf of the Director of Youth Protection and in collaboration with Youth Healing Services.

SPECIFIC FUNCTIONS

The holder of this position provides specific clinical, professional and case management services, support and advice the youth protection community workers. This role involves support to Youth Protection community workers by ensuring:

- His/her own and the team's responsibilities according to the Youth Protection Service's programs, policies, procedures and program manuals, and including the codes of ethics, agreements of confidentiality, and the policies regarding access to client files;
- The staff's implementation of the policies, standards, and quality assurance program of the professional practice and clinical activities;
- The role is a staff/functional one within the principle that the primary responsibility and decision making case management and services mandates as well as direct linkage with their Directors. He/she also assists the DYP/PD in the development and implementation of policies and procedures.

Specific social assistance team leader role (HRO):

- To provide support to the SAT workers in work related matters.
- To oversee the worker's workload, schedule, timesheets are submitted.
- To oversee that the service is provided 24 hours 7 days a week for the public.
- To conduct one on one, monthly meetings and training to new employees.
- To oversee the reports being retained/not retained or referred to other services.
- To identify issues with service delivery and problem solving on how to ameliorate services.
- To insure priority cases are processed in the shortest delay and directed to the local team leaders.

REQUIREMENTS

Education:

- Depending on the given sphere of activities, must have a bachelor degree in social sciences, such as criminology, social work, sociology or psychology;
Applicant on the acquired rights list in accordance with PL-21

Experience:

- Two (2) years of relevant experience in social services and more specifically with youth protection.
Having completed CHARLIE and PCFI training (asset).

Knowledge and Abilities:

- Knowledge of the Youth Protection Act, current trends in relation to youth placement (12-17 years of age) in group home and youth re-adaptation/reception center settings;
- Good knowledge of First Nation social service models, trends and issues in Eeyou Istchee;
- Ability in youth and family intervention planning, supervision, team leadership and monitoring;
- Ability to work in collaboration with all colleagues, more specifically with Front Line services



and Youth Healing Services staff and management;

- Ability to communicate theoretical and practical knowledge, as applied to coaching and training;
- Ability in office computer applications;
- Autonomous, flexible, discrete and empathetic;
- Excellent interpersonal, listening, leadership and teamwork skills,
- Excellent communication skills, both written and verbal;
- Excellent critical thinking, synthesis, organizational and decision-making skills.

LANGUAGE

- Fluent in English;
- Fluency in Cree and French is an asset.

POSTING START/END DATE:	2022-05-03/2022-06-02
POSITIONS AVAILABLE:	1
HOUSING PROVIDED:	If hired more than 50 km than the place of work
SHIFT TYPE:	Day
HOURS PER DAY/WEEK:	7 / 35

HOW TO APPLY

To apply, please forward your resume to:

Cree Board of Health & Social Services of James Bay

Tel 514-861-5955 **Fax** 514-989-7495

Email jobs.reg18@ssss.gouv.qc.ca

With your application, please make sure to specify the Posting # and the Job title on which you wish to apply.

WE THANK ALL CANDIDATES WHO APPLY, HOWEVER ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED.

NOTES

In accordance with various Sections of the James Bay and Northern Quebec Agreement (JBNQA), the organization has the objective of staffing all of its positions with qualified and competent beneficiaries of the JBNQA.