



## CAREER OPPORTUNITY

### **KEY WORKER, PHOENIX YOUTH SHELTER FULL-TIME, PERMANENT**

Since 1987, Phoenix has been dedicated to supporting youth and contributing to a vibrant community. Phoenix's ten locations in Halifax, N.S. provide a continuum of care for youth aged 11-24 and their families. Our team of caring professionals recognizes that each person who comes to us has individual needs as well as strengths. People are the leaders in their own lives; Phoenix is a leader in supporting them. To learn more about Phoenix visit our website: [www.phoenixyouth.ca](http://www.phoenixyouth.ca)

We celebrate diversity and are committed to creating an inclusive environment reflective of the youth we serve. We welcome applications from individuals from equity seeking groups such as racialized/visible minorities, Indigenous/Aboriginal peoples, persons with disability, persons who identify in the LGBTQ2S+ community and others who reflect the diversity of our Nova Scotia communities. All employment is decided on the basis of qualifications and merit; however we encourage self-identification on either your covering letter or resume.

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**Program:** Phoenix Youth Shelter provides free, safe, emergency accommodations to youth ages 16-24. The Shelter supplies daily essentials (food, clothing, shelter, etc.) around the clock to youth who seek support. All residents have access to daily programming and are connected with a Key Worker who provides on-going guidance and support to help residents meet their identified goals.

**Reports to:** Manager, Phoenix Youth Shelter

**Compensation:** A competitive salary, comprehensive group medical insurance plan, Employee and Family Assistance Program, RRSP contribution, three weeks of vacation in the first year and four in the second, generous sick leave, a generous paid holiday schedule, in-house trainings and professional development opportunities.

**Hours of Work:** Shifts (usually 8 or 12 hours) fall during days, evenings and awake-overnights, weekdays and weekends.

**Start Date:** Approximately February 1, 2019

**Screening Requirements:** This position is subject to a satisfactory criminal record check including a vulnerable sector search, child abuse register check and proof of education.

## **KEY RESPONSIBILITIES**

- Supervise and monitor the Shelter's day-to-day activities and ensure that policies, security and safety are maintained.
- Assess and address the immediate and basic needs of the program's youth.
- Work with youth and other Phoenix programs to create effective support plans.
- Provide support, crisis intervention and programming for youth.
- Dispense medication to youth following medication dispensing protocols.
- Provide a supportive environment that promotes youth empowerment.
- Fulfill significant cooking and cleaning responsibilities.
- Contribute to building maintenance to ensure a therapeutic milieu.
- Assist in training new staff, students and volunteers as required.
- Supervise field placement students and support the supervision of volunteers.
- Complete and maintain logs, files and records and ensure confidentiality is protected.
- Advocate with community agencies on behalf of the program and its youth.
- Commit to the development of the Association and participate in internal committees, projects and activities.

## **QUALIFICATIONS**

- Bachelor of Social Work, or an undergraduate degree and Human Services diploma, or another relevant undergraduate degree.
- Registration or Candidacy for Registration, certification or membership of a related professional body (if applicable).
- A minimum of two years' experience working in a youth residential setting.
- Demonstrated high level of understanding of youth development and the issues of homelessness.
- Demonstrated skill using anti-oppressive practice (harm reduction, narrative practice, a client-directed approach and a social justice perspective).
- Knowledge of mental health issues, substance abuse and crisis intervention.
- Physical ability to lift light loads, walk up and down stairs and maintain a fairly active pace.
- Ability to work in a team environment.
- Non-violent crisis intervention (CPI), suicide intervention (ASIST), standard first aid or a commitment to secure these certifications within six months of being hired.
- Proficiency in Microsoft Word, Excel, PowerPoint, Outlook and using the Internet.

**TO APPLY:** Please forward a resume and a cover letter (in Word or as a PDF document) with pertinent information about your qualifications by 5pm, Friday, January 18<sup>th</sup> to [careers@phoenixyouth.ca](mailto:careers@phoenixyouth.ca)