

POSTING

LIFE SKILLS COACH

Permanent Part Time (20 hours per week) - 3 Positions

Youth Services

The Life Skills Coach will provide workshops and one-to-one transition support to youth and young adults ages 15 - 26.

KEY DUTIES AND RESPONSIBILITIES

- Participate in intake process and case management/goal setting as directed by the program supervisor.
- Establish a positive rapport and working relationship with youth and young adults while modeling positive and appropriate behavior.
- Support youth and young adults in developing problem-solving skills.
- Assist youth with their transition goals.
- Ensure that the promotion of community resources are current, relevant, and specific to youth and young adults in their service delivery area.
- Make appropriate referrals to relevant services/resources as required.
- Liaise with community professionals and other community members.
- Represent Options in a positive manner.
- Maintain documentation and reporting requirements as directed by the program supervisor.
- Provide life skills instruction (1:1 or group) in various settings.
- Perform other related duties as required or as directed.
- Weekends and evening are required.
- Share ideas and recommendations for program development and participate in-program evaluations.

QUALIFICATIONS

Education, Training, and Experience

- Bachelor degree in Child and Youth Care or a related field. Consideration will be given to other related education and experience.
- Excellent verbal and written communication skills.
- Current First Aid certificate.
- Class 5 Driver's License, full time use of a reliable vehicle and satisfactory driving abstract.

Job Skills and Abilities:

- Experience working with Aboriginal youth is an asset.
- Excellent time management and organizational skills.

NOTE: Applicants not selected for an interview will not necessarily be notified.

Options Community Services Society is an equal opportunity employer committed to hiring a diverse workforce.

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- Ability to work independently, as well as part of a team.
- Commitment to a problem-solving approach
- Must be sensitive to and respectful of cultural and lifestyle diversity
- Basic knowledge and understanding of life skills development issues.
- Crisis Line experience an asset.

* An eligibility list will be maintained for up to 6 months.

CLOSING DATE: **MAY 22, 2018**

PLEASE APPLY TO:

Heather Lynch, Program Manager
Options Community Services Society

Email: Youthservices.intake@options.bc.ca

Please include a cover letter clearly indicating the posting number [#A21107] and outlining your qualifications and related experience for the position.

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