



## Job Specification

**Position Title:** SOCIAL WORKER  
**Job Code:** OPSEU - Social Worker 2, 10104  
**Job ID:** 14583

### **Purpose of Position:**

To provide social work services and contribute to the case management process for young persons at the Thunder Bay Youth Centre on a regular schedule which may include days and evenings.

### **Duties/Responsibilities:**

Provides social work services under the general supervision of the Program Manager by:

- Counseling/assessing youths in care with a goal of assisting residents in adapting to the environment, handling problems, developing coping and interpersonal skills etc.;
- Interviewing, and assessing youths to establish an historical profile; ascertaining social histories of residents by communicating verbally and in writing with parents/guardians, agencies, probation offices, group homes, previous placements etc.

Contributing to effective case management by:

- Participating in the facility case management conferences
- Assisting with the identification of youth needs, assessing skill development and progress,
- Providing input to individual goal development, building upon strengths and developing appropriate means to achieve
- Providing supports and programs that contribute to goal achievement
- Providing input to discharge summaries and reintegration leaves by identifying progress, goal attainment and evolving needs
- Conducting and/or evaluating data and test results, then recommending social work and clinical interventions;
- Holding formal and informal discussions to consult on a regular and/or as needed basis with the multi-disciplinary case management team (case managers/Probation Officers, academic staff, direct care/prime workers, psychological staff) related to the assessment and needs of the youth;
- Carrying out the recommended case management plan, keeping within the professional social work practice;
- Identification of individual clinical needs, seeking clinical consultation and facilitating access to additional clinical services where appropriate and as part of the case management plan
- Preparing progress and evaluation reports, for the planning in order for the case management team to evaluate progress, test results, behaviour and objectives of youth;
- Liaising with family and community organizations regarding group homes, work placements, discharge supports and transitional planning, etc. consistent with case management plan;
- Conducting individual and/or group counseling, education and treatment sessions;
- Consulting with the Program Manager and Youth Services Managers on progress of cases, ensuring security and safety procedures are adhered to during social work programs and appointments.
- Interviewing residents who are in crisis or flagged for risk of self destructive behaviour and assessing risk of self harm; monitoring progress and medical treatment as required or instructed by other professional clinical staff; observing clients for any change in condition and informing the psychologist, psychiatrist and Youth Service Manager about observed variation; ensuring that any suicide risk is flagged appropriately within the YJS system and appropriate information is communicated to direct care staff and Probation Officer.

Performs other related duties, such as:

- Arranging with community organizations for facility presentations,
- Screening youths for voluntary work placement and programs;
- Coordinating attendance and checking progress of youths attending clinical services and programs in the community;
- Participating in various committees as assigned i.e. program development and design in the review of new and existing programs.
- Developing, implementing and supervising treatment programs;
- Participating in staff training and development when required including facilitating sessions occasionally;
- Leading and co-leading intervention groups with youth; mentoring direct care staff, sharing expertise

and developing their skills in program leadership and group facilitation

- Maintaining monthly quantitative reports on cases, etc.
- As assigned.

**Knowledge:**

Knowledge and experience acquired through the completion of a Bachelor of Social Work Degree or successful registration as a Social Worker with the Ontario College of Social Workers and Social Service Workers.

Relevant experience in clinical social work.

Knowledge of youth (child) development processes, theories and approaches.

Knowledge and expertise in case management and clinical planning.

Understanding of relevant issues related to working with teens and young adults such as Fetal Alcohol Syndrome Disorder (FASD), drug and alcohol dependencies, abuse, eating disorders, mental health issues, and suicide awareness.

Knowledge of clinical assessment tools and tests.

**Staffing and Licensing Requirements:**

Position requires current, and in good standing, registration as a Social Worker with the Ontario College of Social Workers and Social Service Workers, and registration must be maintained annually. Bachelor of Social Work Degree.

**Skills:**

Good verbal and written English language skills.

Presentation, facilitation and group leadership skills

Sound communication and interpersonal skills

Ability to develop effective professional working relationship with youth in care and staff.

Job requires computer skills and knowledge of related software programs, including email, Word, as well as specialized software programs related to or involving social work services.

**Freedom of Action:**

The position works under the general direction of the Youth Centre Deputy Administrator, and within the social work services policies and procedures and other relevant legislation and guidelines such as, the Ontario College of Social Workers and Social Service Workers code of ethics and standards of practice, and the YJCA and CFSA. Judgement is required to ensure a professional standard of social work services is provided by developing, maintaining and evaluating procedures and methods for delivery of social work services. The impact of errors is such that inappropriate social work decisions could affect services to young persons, including ineffective youth programming, which may contribute to disturbances, tension, aggressive behaviour/behaviour difficulties. Improper release of confidential/personal information could lead to embarrassment to the ministry and/or possible litigation.