

Formerly Abbotsford Community Services

JOB POSTING #2022-114-06

INTERNAL/EXTERNAL

Immigrant Youth Services

Youth Worker

Wage: \$20.50 per hour

Part Time, 28 hours per week

Temporary until March 31, 2023 or possibility of employment until December 15, 2023

Provide Support to Immigrant and Refugee Youth with the team at Archway

Come Help Us Help People

Location: Abbotsford, BC

Onsite

Job Summary:

The Youth Worker position is responsible for providing support to immigrant and refugee youth. This position will plan and facilitate lunch time programming in schools, plan and facilitate after school programs at our office, plan and implement online activities, and work one-to-one with multi-barriered youth. This Youth Worker meets youth from a wide variety of backgrounds and provides them with professional support in all situations.

Your Role:

Archway's Youth Worker with the Immigrant Youth Services Program contributes by:

- Planning and facilitating lunch hour activities in assigned schools or online.
- Planning and facilitating after school homework support, English learning, leadership, life skills and recreation activities.
- Planning and facilitating special programs during school breaks, including field trips.
- Connecting with teachers and counselors to identify new immigrant/refugee youth.
- Connecting with newly arrived youth at assigned schools; preparing and designing creative ways to reach targeted youth and recruiting them for lunch time and after school programs.
- Completing intake and needs assessments with youth who are new to the program.
- Referring youth to appropriate services at Archway and in the community.
- Providing one-to-one support, including outreach, case management and wraparound goals for multi-barriered youth.
- Maintaining client records, ensuring all files are complete with information clearly and precisely documented while maintaining client confidentiality.
- Connecting with families and guardians as necessary.
- Transporting youth to and from programs.
- Preparing snacks and cleaning up afterwards.
- Entering program attendance and one-to-one sessions into funder's database (iCare); assisting with quarterly and annual reporting.
- Recruiting volunteers to support immigrant youth.

This position is a great fit for someone who has strong facilitation and cross-cultural skills, has the ability to speak a language other than English (especially Arabic or Dari), is an effective problem solver, and has good recruitment and marketing skills.

Our Offer

- Wage: \$20.50 per hour
- A part-time position at 28 hours per week.
- Temporary position until March 31, 2023 or possibility until December 15, 2023
- If position extends to December 15, 2023, benefits include:
 - Three weeks' pro-rated vacation.
 - A great benefits package including extended health and dental, you choose your plan.
 - Employee and Family Assistance Program.
 - Access to online wellness resources.
 - In-house training opportunities.
 - Build your experience working with immigrant and refugee youth.
 - Opportunities to network.
 - Rewarding work in a positive environment.

Getting an Interview – you will be considered if you have:

- Minimum two years post-secondary education in a relevant field or an equivalent combination of education and experience.
- Two years' experience engaging and working with youth and/or with people from diverse backgrounds.
- The ability to speak a language other than English (especially Arabic or Dari).

The Job Requires you to have:

- A valid Class 5 BC driver's license and a clean driving record.
- A reliable vehicle that can be insured for business use.
- The ability to drive clients to and from programs.
- A high degree of flexibility to adapt to changing plans.
- A First Aid certificate is a condition of employment.
- A satisfactory criminal record check is a condition of employment.

Closing date is December 4, 2022

TO APPLY

Interested applicants are to reference **Posting #2022-114-06 in the subject line.**

Please submit your cover letter and resume to:

Email: jobpostings@archway.ca

Subject: Job Posting #2022-114-06

No phone calls please. Only short-listed applicants will be contacted.

Must be legally entitled to work in Canada.

Your resume may also be forwarded to other Programs for their consideration for their job vacancies. If you do not wish for your application to be shared with other Programs, please send an e-mail to jobpostings@archway.ca with **DO NOT FORWARD TO OTHER PROGRAMS**, in the subject line of the e-mail and the job reference number to which you applied, in the body of the e-mail.

Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that

have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.

We invest in the mental health and wellbeing of our employees.