

# **JOB DESCRIPTION – EDUCATIONAL ASSISTANT II - YOUTH CARE WORKER**

<b>CLASSIFICATION:</b>	<b>Educational Assistant</b>
<b>POSITION:</b>	<b>Educational Assistant: Level II - Youth Care Worker (YCW)</b>
<b>LOCATION:</b>	<b>School or Divisional</b>
<b>SUPERVISOR:</b>	<b>Principal/Administrator or Designate</b>

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## **Job Summary:**

Under the supervision of the principal/administrator or designate, and in collaboration with the necessary teachers and /or counsellors, the YCW is responsible for implementing educational programming support for individual or groups of students with special needs, in the home, school and community.

## **Duties and Responsibilities:**

- Builds strong positive relationships with the student(s) and between the home, school and community
- Plans and implements activities for students who require social/emotional support and/or have mental health concerns
- Supervises and supports students in the classroom, school or community, who are struggling with behaving and having difficulty connecting with the learning in a regular classroom setting
- Participates in multi-disciplinary meetings
- Supports students in the classroom and during school-wide activities to facilitate a successful transition
- Implements, in and outside of the school setting:
  - specialized or adapted programming for students under the direction of the school team
  - behaviour management and crisis intervention
- Collects data as required
- Supervises and supports students before, during and after school within specified hours
- Travel may be required

## **Knowledge, Skills, Education and Qualifications:**

- High school diploma or equivalent
- Min. 2 yrs. experience working with children/youth with emotional and behavioural difficulties
- Child and Youth Care certificate; an equivalent combination of relevant education and experience may be considered

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- Ability to determine, judge and select appropriate course of action within limits of established methods and procedures
- Working Effectively with Violent and Aggressive States (WEVAS) and/or Non-Violent Crisis Intervention (NVCI) training would be an asset
- Demonstrated ability to establish positive relationships with children/youth
- Strong judgment and problem-solving skills with the ability to handle difficult and/or sensitive situations with tact and diplomacy
- Effective communication and organizational skills
- Ability to maintain discretion regarding sensitive and confidential information
- Criminal Record Search and cleared Child Abuse Registry check
- Computer skills would be an asset
- Valid Manitoba driver's license and access to a reliable vehicle may be required

### **Physical Demands and Working Conditions:**

- May be exposed to verbally and physically abusive behaviours
- May require physical strength to assist with the control of aggressive behaviours
- May be required to work outdoors
- Sufficient vision and hearing to perform related job duties
- Able to perform the related physical and mental activities required

The above statements reflect the general duties considered necessary to describe the principle functions of the position identified and shall not be construed as a detailed description of all work requirements that may be inherent to the position.