

# Job Description – Overnight Child and Youth Care Worker

---

## Title

Overnight Child and Youth Care Worker

## Reports To

Dragonfly Overnight Shift Coordinator

## Position Summary

The Overnight Worker (Awake) role provides support and supervision to children and youth during the overnight hours and performs program duties during overnight hours.

The Overnight Worker (Awake) position is part of the Dragonfly Program team and works in collaboration with Team Leaders, frontline staff and the Program Manager and is accountable to an identified Team Leader.

This is a full-time, salaried, permanent position. The Overnight Worker (Awake) is eligible for the Alta Care Resources Extended Benefits Plan (level B) after the 3-month waiting period, if they maintain 20 hours of work per week.

## Major Job Responsibilities

### Programs and Services

- Ensure the six principles of Children and Residential Experience Model (CARE) are reflected in your service delivery practice:
  - Developmentally focused – Children learn best when material and skills are presented that challenge the child to try new things, but do not overwhelm the child.
  - Family Involved – The family of every child in care is an irremovable part of that child's life irrespective of circumstances. The child's ethnic, racial, and cultural identify is tied to the child's family. One goal is to strengthen family relationships.
  - Relationship Based – The most significant task in social work is for staff to develop trusting relationships with each child they work with.
  - Competence Centered – Competence is the combination of skills, knowledge, and attitude that each child needs to negotiate effectively with everyday life. The care worker must help children become competent in managing their environment, as well as motivate them to cope with challenges and master new skills.

# Job Description – Overnight Child and Youth Care Worker

---

- Trauma Informed – Staff must shift their things about children from “What is wrong with you?” to “What happened to you?” Maintaining an environment with a culture of nonviolence and safety is essential if children are to feel safe and to learn new responses to stressful situations.
  - Ecologically Oriented – It is as important to look at the child’s environment as it is to look at the child for the solution. It is much easier and reasonable to change the approach or manipulate the environment or activity, than to demand that the child make the change that may not be within his or her capacity to do so.
- Ensures the safety and well being of children and youth during overnight hours
  - Developing positive relationships with children and youth through the process of positive role modeling and mentoring
  - Teaching and modeling mediation skills to children and youth
  - Supporting children and youth in developing a range of healthy individual coping and problem-solving skills, conflict and anger management skills, communication skills, and life management skills to enhance emotional well being
  - Teaching daily living skills, hygiene/self-care, boundaries, healthy sexuality, social skills, positive decision-making and independent living skills
  - Ensuring that basic needs of children and youth are met (food, clothing, shelter)
  - Ensuring that educational needs are met (assistance with homework, day programming when child or youth is not in school), provide basic care, supervision and counseling of children and youth
  - Instructing children and youth regarding desirable health and personal habits, such as eating, resting, and toilet habits
  - Prevention steps to avoid children and youth influencing negative behaviours in others and encouraging appropriate discussions and behaviours
  - Encouraging residents to comply with rules and routines
  - Creating consistency of house rules, routines and consequences
  - Disciplining children or youth and recommends or initiates other measures to control physically aggressive/inappropriate behavior and ensure safety
  - Will complete LRC 1 shifts as needed as part of overnight rotation
  - Flexibility in schedule
  - Utilizes best interests of the children and youth in all capacities

## Daily Routines/Responsibilities

- Ensuring that daily routines and activities are followed
- Performs household cleaning duties, including chores
- Performs assigned outdoor maintenance duties
- Performs meal preparation duties and serving of meals for children and youth
- Provides a consistent, healthy and safe environment

---

Revised: August 2018



**ALTA CARE RESOURCES**

# **Job Description – Overnight Child and Youth Care Worker**

---

- Administers first aid or medical administration, according to prescribed procedures, or notifies emergency medical personnel when necessary
- Ensure that hourly check-ins are completed with workers in other group home residences
- Participates in shift exchanges, staff communication and communication of issues or concerns
- Transport children and youth

## **Administration**

- Protecting children and youth privacy and information
- Ensure that documentation is performed in a professional and clear manner
- Maintain a good understanding of CAC standards and Agency policy and procedures
- Data Entry
- Attend program meetings, staff meetings, supervisions, mandatory trainings and personal development as required

## **Qualifications**

Degree or diploma in a Human Services field or certified as a Child and Youth Care Worker or a minimum of 2 years experience in group care services or equivalent.

## **Work Conditions**

- Manual dexterity required
- Interacts with support staff and the public at large
- Ability to lift up to 50 lbs
- Travel is required
- Fast paced and dynamic environment
- Must be able to safely perform restraints