



Employment Opportunity

Youth Substance Use Counsellor

CAPS – Chilliwack (Job #8640 – 1001)

Regular Full Time (Grid 13)

Recipient of the
2016 Surrey Board
of Trade
Surrey Child and
Family Friendly
Workplace Award

Pacific Community Resources Society (PCRS) is an award-winning, accredited not-for-profit that has served the Lower Mainland and Fraser Valley for over 30 years. Our participants are often vulnerable or marginalized from society. PCRS is committed to integrated service delivery which is people-centred, inclusive, collaborative, and evidence-based. PCRS has an annual operating budget of approximately 24 million; employs nearly 350 staff; and engages over 200 volunteers.

Pacific Community Resources Society requires Youth Substance Use Counsellor for Chilliwack Addiction and Prevention Services in Chilliwack.

Position Summary:

The Youth Substance Use Counsellor is a member of Chilliwack Addiction and Prevention Services, who will provide alcohol and drug individual support and treatment services to youth (aged 13-24) residing in Chilliwack. Their primary role is to engage in one-to-one counselling, and presentations to schools. In some instances, the counsellor may be required to organize and facilitate groups. Group work could include: co-leadership of groups with other co-laterals including other PCRS staff and volunteers, school district staff, professionals working for other agencies, and/or authorized "peer counsellors". In some cases, the Alcohol and Drug Counsellor may be required to take sole responsibility for small group operation.

One-to-one counselling includes accepting and processing referrals, participant assessment, referral, and the development of service goals with the youth and/or the referring worker. These roles require a sound understanding of normal and delayed or problematic development, behaviour, and barriers, addictions theory, motivational theory, and the effects of trauma and abuse (including sexual abuse). Specific skills in physical and recreational activities and life skills instruction are an asset.

Primary Duties:

1) Coordinates Program within the Catchment Area:

- Engages in day-to-day liaison activities with relevant professionals and community members.
- Keeps the Program Supervisor advised of youth, community, and inter-agency relationships and concerns.
- Keeps the Manager advised about day-to-day program functioning.
- Acts as an intake worker for participants residing in the catchment area.



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2) To Provide One-to-One Counselling and Support Services:

- Understands the importance of the role of case management and goal setting. Able to work with the client and referring worker (case manager) to establish mutually acceptable goals.
- Provides both insight and practical goal focussed counselling strategies while maintaining a safe and respectful environment.
- Provides outreach services to youth, who are unwilling or unable to attend office based appointments.
- Accepts referrals from sources within the program's catchment area. Screens and assesses referrals. Discusses suitability for participants for the program with the Program Supervisor.
- Engages in regular case conferences to the Manager and reports unusual occurrences immediately.
- Acts as a positive role model for youth and parents and assists the youth in developing values of honest, self-assertiveness, and respect for others, a democratic viewpoint, and lack of dependency on drugs, alcohol and self-abusive and destructive behaviour.

3) To Operate Groups (as required):

- Develops, with other professionals, group services that are relevant to local need.
- Provides both insight and practically focussed counselling while maintaining a safe group environment.
- Plans and implements relevant group programming.
- Acts as a positive role model for group members and assists them in developing values of honesty, self-assertiveness, and respect for others, a democratic viewpoint, and lack of dependency on drugs, alcohol, and self-abusive and destructive behaviour.

4) To Work as a Member of a Treatment Team:

- Develops a written treatment plan in collaboration with the participant.
- Explains the Program's expectations and confidentiality policy to the youth and obtains a written consent to treatment.
- Maintains case notes describing significant information related to services provided and response to services.
- Engages in periodic evaluation and review of treatment goals and re-negotiates goals as is appropriate.
- Produces detailed written assessments and discharge reports as required by agency policy.

5) Maintains Administrative Policies:

- Participates in the work of PCRS's committee system and is responsible for the implementation of the agency's policy.
- Attends and participates in all supervision and staff meetings, training sessions, committee meetings, and agency all-staff meetings.
- Gives and receives constructive criticism.
- Communicates effectively with both co-workers and supervisors.
- Maintains appropriate group and case files and documentation.



- Carries out administration tasks as assigned, including helping cover the front desk as required.

6) To Maintain Health and Safety:

- Manages acting out behaviour by applying methods of logical consequence in accordance with agency policy. Intervenes effectively to prevent or diffuse violence.
- Handles emergency situations safely and in accordance with agency policy.
- Maintains good safety practices and a preventative approach.
- Takes responsibility for monitoring the youth's health, making appointments with relevant professionals when necessary.
- Understands the stresses of the job and takes steps to prevent personal burn-out.

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Academic and Job Experience Required:

BSW or BA in a related field, plus 1 year of related experience.

Basic Requirements:

- Substance use/addictions counselling training
- Criminal records check including the vulnerable sector
- Standard first aid certificate and CPR
- Valid Driver's license
- Use of own vehicle required with Business Insurance. Paid mileage.
- Basic Computer skills.

Desired Requirements:

- Learning Disabilities Training including FAE/FASD, ADHD, Early Childhood Education, Special needs specialized training
- Specialized training and experience in trauma counselling and health promotion
- Other certification in recreation or arts.

IMMEDIATE SUPERVISOR:

- Jutta Wykpis, Manager of Chilliwack Health and Housing Centre

Salary Range: \$22.74/hour – \$25.88/hour, plus a comprehensive benefits package

Closing Date: Close of business (4:30 pm) on February 16, 2018

Send Cover Letter and Resume to: resumes@pcrs.ca

ATTN: Jutta Wykpis, Manager of Chilliwack Health and Housing Centre

PCRS fosters an environment which ensures a sense of belonging, dignity, and respect. We welcome applications from persons with diverse backgrounds and all abilities."

Please quote "Job #8640 - 1001" on your cover letter
and in the subject line of emails.

Resumes without Job # and cover letters will not be accepted.

Only those qualified for an interview will be contacted.