



## Centre Walgwan Center

### **JOB OPPORTUNITY** **FULL TIME POSITION-DAY ATTENDANT**

#### **GENERAL**

Under the supervision of the Team Leader and authority of the Executive Director the Day Attendant will carry out the activities within the rehabilitation program. The Day Attendant will be part of the clinical team at the Walgwan Centre. They are responsible for the care and safety of youth clientele at the Centre by being vigilant to the needs of the youth, providing responsive care, ensuring continuous surveillance and security. The Day Attendants will support youth development by facilitating their personal, social and educational growth and assisting them in reaching their full potential in society. Day Attendants will provide direct goal-oriented assistance to the youth clientele while ensuring their safety and wellbeing.

#### **Specific Functions**

- Preparation and support to program, activities and rules
- Actively participate in activities as a supporting role
- Coach and support clients in need
- Keep educator informed of pertinent information regarding clientele in a timely manner
- Report writing in our software
- Organize and animate workshops
- Attend and participate in clinical meeting, staff meeting and debriefing sessions.

#### **Requirements**

- High School Diploma or equivalent AND (3) years direct work experience
- Certificate or Diploma in the field of social work, psychology, education or human services AND one (1) year direct work experience
- Excellent communication skills, professional demeanor, sound judgment and strong organizational skills
- Speak English and French, including the ability to write reports Indigenous language an asset
- Ability to understand the awareness of and sensitivity to the needs of youth and youth culture
- Be of good reputation and free of substance abuse
- Ability to intervene in crisis situations
- Ability to work in a team / team meetings
- Positive attitude and good social skills
- CPR First Aid an asset
- Must produce written confirmation of clearance criminal record
- Physically fit and physically active
- **Must be committed to a healthy lifestyle**
- Must have 4B driver's license or commit to obtaining one once hired

#### **Salary**

Based on Centre Walgwan Center salary scale; \$18.74 - \$22.40

#### **Deadline: September 29, 2017 at noon**

Send applications by e-mail at [walgwan@globetrotter.net](mailto:walgwan@globetrotter.net) to the attention of the Administrative Assistant; Maggie Belanger or send hard copy to the address below