



**YWCA**  
REGINA

A TURNING POINT  
FOR WOMEN  
UN POINT TOURNANT  
POUR LES FEMMES

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## Full Time Permanent Child Support Team Member - YWCA Regina

**June 15, 2022**

**Hours of Work:** 7a-5p / 8a-6p – rotational – NOT Monday to Friday – work two weekends a month

**Length of Employment:** Permanent

**Open positions:** 2

**Compensation:** \$22.80 per hour

**Open to:** Internal and external applicants

**Closing Date:** Screening of applications will begin immediately and will remain open until June 22, 2022

The YWCA Regina exists to support all women and families in the realization of their full potential which benefits the community as a whole.

- Women and families are safe, secure and free from gender-based violence. They have access to safe, affordable and stable housing.
- Women and families are empowered and supported in accessing tools and navigating systems to advance their wellness and are thriving, respected and valued through the process.
- The community benefits from the full and equal inclusion and advancement of women and families because their experiences and perspectives are built into the foundation of all facets of society.

### Position Description

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Under the direct supervision of the Children's Housing Leadership Team, Children Support Workers are responsible for providing a safe and nurturing home for children. Our home supports care for and supervises children aged 0-12 on a 24-hour basis.

The children in this home have experienced trauma and have often been in unsafe and unhealthy situations. Support workers create an environment that promotes safety, support, trust and respect. Our homes promote healthy relationships and therapeutic programming.

## **Duties and Responsibilities:**

### **1. Program Implementation**

The primary role of the Child Support Worker is to implement the shelter program making the children's stay as positive as possible. Duties include:

- Ensure the proper care and safety of the children;
- Participate in the planning and implementation of structured activities for children;
- Supervise children during all daily activities, including meals, bedtimes, etc.;
- De-escalate situations and mediate during conflicts with children;
- Respond to the emotional needs of children in crisis;
- Follow a case plan for each child and document daily interactions;
- Ensure a safe and secure environment by following policies and procedures; and,
- Provide transportation as needed

### **2. House Maintenance**

The Child Support Workers are expected to work as a team to make sure the home runs efficiently. Duties include:

- Participate in household management including cooking, laundry, and cleaning;
- Maintain a high standard of health and safety procedures;

### **3. Administration and Reporting**

The Child Support Workers report accurate and necessary information to ensure proper case planning and processes

These include:

- Document incidents;
- Daily shift documentation and overview;
- Keep an accurate logbook of activities;
- Attend staff meetings; and,
- Other duties as may be required from time to time
- Effective communication and confidentiality

### **4. Engagement with Indigenous Communities and Culture**

- Child Support Workers are expected to work towards developing familiarity with Indigenous cultural traditions and an engagement with Indigenous people and communities.

### **5. Other duties**

## **Qualifications:**

- Understanding of developmental stages and needs of children;
- Experience working with Indigenous communities and cultures;
- Ability to effectively care for children of various ages who are coping with family crises, change and separation;
- Training in Mandt system and Gentle teaching is an asset;
- Demonstrated respect for children and families of various backgrounds;
- Ability to set effective limits in the performance of duties;
- Skill in problem-solving, managing multiple demands, and responding appropriately to incidents and needs as they arise;
- Effective oral and written communication skills;
- Ability to work independently and as part of a team;
- Valid Saskatchewan driver's license;
- CPR Certification (Level C);
- A degree or certificate in a related field

**To Apply:**

INTERNAL: Submit a letter of interest to: Donna Nickolson – Manager of Human Resources - Children’s Housing: [DonnaN@ywcaregina.com](mailto:DonnaN@ywcaregina.com).

EXTERNAL: Submit a covering letter, clearly stating the position you are applying for and resume, including three professional references with both Email and telephone contact information to: Donna Nickolson – Manager of Human Resources - Children’s Housing: [DonnaN@ywcaregina.com](mailto:DonnaN@ywcaregina.com).

We will reach out applicants selected for an interview, no phone calls please.

We invite applicants to voluntarily self-identify as Indigenous (First Nation, non-status, Metis, or Inuit) in the cover letter and/or resume.

Please clearly state the position, including shift times, for which you are applying.

