



## FOR YOUTH INITIATIVE

Internal/External Job Posting

POSITION TITLE: Youth Case Lead - Black Youth Leadership Project (BYLP)  
DETAILS: Full-time Contract (14 months)  
ANNUAL SALARY: \$45,000  
REPORTS TO: Manager, Youth Programs  
START DATE: ASAP  
END DATE: March 31, 2021

### Organization Description:

For Youth Initiative (FYI) is a non-profit organization that has served, inspired and advocated for thousands of teens and young adults in York South-Weston since 1995. We provide year-around services and programs to local youth to meet their needs and empower them to reach their full potential. Every young person's journey is unique and their needs are too.

Our case management model supports young people regardless of where they come from and helps them get to where they want to be. Our programs and services are designed to support youth to graduate high school, enroll in postsecondary education, gain employment and prepare for adulthood.

### Position Summary:

The Youth Case Lead-Black Youth Leadership Project (BYLP) position is funded by Canadian Heritage under the Community Support for Black Canadian Youth division. The Youth Case Lead - BYLP will work specifically with youth who identify as Black, including but not limited to those at risk of or involved in the Criminal Justice system, to end the cycle of inequity in York South-Weston. The BYLP will focus on four key areas: 1) Building leadership & life skills 2) Creating opportunities for mentorship & civic engagement 3) Reducing financial barriers and 4) Exploration of black identity in history & in present day Canada. The Youth Case Lead - Black Youth Leadership Project (BYLP) will work to empower Black youth with the skills, knowledge, social capital and networks to be more engaged in Canadian society while preserving and maintaining Black culture and Identity.

The Youth Case Lead - BYLP will directly support the most hard to reach young people who may or may not be engaged in Education, Employment or Training. They will support them through Case Management to achieve specific goals related to personal development. The Youth Case Lead - BYLP will also be responsible for extensive community outreach and program development. This position will work with the Manager of Youth Programs to build and sustain a



multi-sectoral wrap-around partnership network so that youth can be provided the necessary supports to thrive.

### **Main Tasks & Responsibilities:**

#### Outreach & Youth Engagement

- Utilize innovative strategies for outreach, engaging in both traditional and non-traditional methods to engage hard-to-reach youth
- Provide youth with information, resources, contacts, referral services and case management support
- Engage potential partner organizations including service providers, art and cultural groups, community members and legal supports

#### Program Planning & Coordination

- Work with the Manager, Youth Programs in bringing in and designing programs, logic models and evaluation frameworks
- Facilitate programs geared towards Black youth that focuses on the four aforementioned key areas
- Implement and maintain strength-based and evidence-based professional standards of practice within the program

#### Case Management

- Support participants to set self-identified goals to develop a comprehensive case management plan in accordance with FYI's Case Management Program Manual
- Manage a caseload of active youth participants and provide ongoing one-on-one case management support that are tailored to the unique needs of the participant
- Ensure follow up on assigned success plans and continuously develop and re-evaluate
- Monitor participants' progress in programs
- Liaise with internal and external stakeholders
- Maintain comprehensive client files and case notes utilizing FYI's database
- Reach and maintain monthly and yearly targets

#### Evaluation & Administrative Duties

- Organize and coordinate evaluation activities with participants to collect quantitative and qualitative data in a timely manner to ensure services are relevant, flexible and responsive recognizing that recipients' priorities and needs may change and evolve
- Provide weekly benchmarks, weekly reports and monthly report on targets
- Participate in staff and team meetings, trainings and professional development sessions
- Complete necessary administrative work and other documentation as required



## **Required Qualifications**

The minimum level of education preferred is Bachelor's degree in Social Work, Social Service Worker, Education, Child & Youth Care, International Development, Teaching, or equivalent degree in a related field.

## **Skills, Knowledge, & Experience**

Minimum of 1-2 years experience in the following areas:

- Project management and/or program coordination
- Experience in case management including developing systems and processes to ensure the careful assessment, referral, and follow-up of complex cases
- Able to work from an outcome-based and evidence-based programming model
- Experience outreaching and/or building relationships/partnerships with community stakeholders
- Demonstrated ability to work in culturally diverse communities with a particular understanding of the challenges facing racialized youth from socioeconomically marginalized communities
- Demonstrated knowledge of strengths-based, client-centered, and solution-focused approaches
- Knowledge and experience working within an anti-oppression and anti-racist framework
- Proficiency working with Microsoft Office Suite, CRM databases, Google Applications, social media, etc.

## **Core Competencies**

- Established a high degree of good judgement, professionalism, empathy, and strong understanding and application of ethical principles
- Ability to set priorities and manage deadlines with excellent administrative, superior organizational and time management skills
- Demonstrated ability to take initiative and work independently with minimal supervision
- Acceptance and use of constructive criticism for personal and professional growth
- Capacity to work positively and collaboratively in a team environment
- Leadership mindset

## **Expected Job Outcome**

The position has an overall impact on accomplishing FYI's organizational key objectives to provide targeted investment and supports to youth in York South Weston. Positive outcomes of this position for Black youth include: 1) An increase in their capacity as Leaders 2) Increased connection to Mentors and Civic Engagement Training 3) Reduction of Financial barriers and 4) Increased sense of belonging and cultural pride.



### **Physical Requirements**

There are no significant physical requirements for this position.

### **Working Relationships**

- Works under the supervision of the Manager, Youth Programs
- The position interacts with staff, supervisors, managers, volunteers of FYI, the general public, partner organizations, corporate partners, and other organizations

### **Working Conditions**

- Hours of work - Works regular hours from 10:30AM - 6:30PM, Monday to Friday, with some requirements to work extended hours and weekends
- Location: Works from FYI, 1652 Keele Street, and may be required to work from other locations based on funders or programs changing requirements.

### **How to apply:**

**Applications are being accepted on a rolling basis so we encourage you to apply early**

Please send your cover letter, resume, and three references within one document in MS Word or PDF format by e-mail to [hr@foryouth.ca](mailto:hr@foryouth.ca)

*For Youth Initiative is committed to employment equity initiatives. We encourage residents of York- South Weston and surrounding communities and members of youth, ethno-racial, aboriginal, immigrant, francophone, refugee, LGBT and disabled community groups to apply and self-identify.*

*If accommodation is required during the hiring process, please advise at the time of application.*

**NO PHONE CALLS PLEASE**