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FOR YOUTH INITIATIVE

Internal/External Job Posting

Position Title	Youth Settlement Case Lead (3 positions)
Position Status	Full-time Contract
Stream	Youth Settlement Case Lead
Supervisor's Title	Youth Settlement and Leadership Manager
Job Group	Case Lead
Salary:	\$40,000/year
Closing:	March 31, 2015

Program Summary:

The newly reconceived Youth Settlement and Leadership stream is based on For Youth Initiative's 2013 Strategic Plan. FYI is committed to creating healthy communities by providing interventions that focus on community safety, leadership and mentorship skills and working one-on-one with the youth. The stream serves 13-24 year olds, and seeks to support racially marginalized and newcomer Youth from low income neighbourhoods within the York South-Weston neighbourhoods to integrate into Canadian culture

Position Function:

The Youth Settlement Case Lead will directly support newcomers and their friends to build key leadership skills through intentional engagement and outreach. This lead must outreach to, recruit and support newcomer youth to orient into Canadian culture. The newcomer youth who have been recruited will be supported through regular check-ins to achieve specific goals related to integration and/or personal development. Examples of goals could include educational attainment, accessing economic opportunities, or securing housing with the ultimate outcome of developing and strengthening leadership and life skills such as planning, decision-making, and coping skills.

Minimum Qualifications:

Education:

The minimum level of education preferred is a community college diploma in child and youth work and/or social services and/or years of experience working with newcomers

Physical Requirements:

There are no significant physical requirements for this position.



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Equipment Used:

Experience and knowledge of using regular office equipment including computers, photocopiers, printers and fax machines.

Other:

Working Relationships:

This position works under day to day supervision from the Youth Settlement and Leadership Manager. The position interacts with staff, supervisors, managers, volunteers of FYI, clients & their extended family, the general public, partner organizations, and other organizations.

Other Requirements:

A successful clearance of criminal record verification will be required when necessary for the position. As well, proficiency in another language is a requirement for this position.

Work Performed:

Outreach (35%)

- Comfortable reaching out to and engaging target youth population (newcomers to Canada) focusing on high traffic and unconventional youth areas
- Utilize innovative strategies for outreach, engaging in both traditional and non-traditional methods to engage hard to reach youth towards a yearly outreach target
- Undertake an intake and assessment process with youth for determining program participation and assessing need
- Engage youth to identify issues, needs, barriers to accessing services in order to achieve goals and aspirations
- Providing youth with general information, contacts, referrals services and support as needed to facilitate access to programs, services and opportunities i.e., recreation, housing, employment, education, health, including substance abuse, social abuse, social and emotional issues etc.

Case Coordination (35%)

- Manage a caseload of active youth clients and provide monthly one-on-one sessions that focus on developing and achieving personal goals
- Liaise with the client and caregiver(s) and or guardians with an aim of increasing supports available to individual participants



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- Provide crisis resolution , solution-focused supports and follow-up plans as required
- Works collaboratively with youth, parents, Health Promotion officers, schools, police and youth service providers to develop effective service delivery plans that ensure that youth have access to programs, services and opportunities needed for healthy integration
- To facilitate connections between youth and their neighbourhood and promote awareness of the positive role of youth in the community.
- Identify and provide emergency crisis services as necessary
- Maintain comprehensive client files and case notes utilizing FYI's database software
- Work with the Manager in evaluating the programs and submitting the necessary reports
- Reach and maintain yearly case load targets

Wrap-around Table Supports (10%)

- Develops and maintains a strong network and partnership table, especially to support the wrap around table and core programs
- Work closely with partners to ensure participants are referred to the one-on-one wrap around supports
- Identify and make warm referrals to external supports that will support individual youth

Program Implementation (15%)

- Work with Manager in designing programs, logic models and evaluation frameworks
- Facilitate FYI programs that build connections between youth and their neighbourhood and promote awareness of the positive role of youth in the community.
- To implement and maintain strength based and evidence based professional standards of practice within the program based on FYI's Program Practice Manual

Administrative Support (5%)

- Fill out weekly benchmark and daily work log forms, work schedule and scheduling updates, provide monthly reports to supervisor
- To maintain service statistics and recording of all services as required.
- Participate in staff and program meetings, trainings and development sessions
- Perform other activities as assigned



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Expected Job Outcomes:

The position has an overall impact on how we reach out to newcomers and keep them engaged. Our goal is to reach the newcomer communities and offer them programs that appeal to them as well as help them grow as youth in the community. Positive outcomes of this position include growth in the number of participants, ensuring that participants' needs are measured and met, programs are fun and informative and youth feel at home at FYI.

An error in judgment in this position could result in a loss of participants, loss of program funding, tarnishing FYI's reputation and a loss of morale among staff. The impact of an error could be felt within the entire program.

Unique Characteristics:

Fluency in another language

Working Conditions:

Hours of work:

Mondays- Friday, evenings and occasional weekends required

Location:

Works from FYI 1652 Keele Street and may be required to work from other locations based on funders or programs changing requirements.

Please send your cover letter, resume, and three references within **one document** in **MS Word or PDF format** by mail or e-mail to:

ATTENTION: Youth Settlement Case Lead
1652 Keele Street
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Email: hr@foryouth.ca

Closing date for applications is Tuesday March 31, 2015 at 5:00pm.