



Langley Hospice Society

langleyhospice.com

Providing compassionate care and support since 1983

## LANGLEY HOSPICE SOCIETY

### **Job Description: Children & Youth Bereavement Support Worker – Term Position**

#### **Accountability**

The Children & Youth Bereavement Support Worker is accountable to and reports to Executive Director or Designate, with additional support and direction from the Child and Youth Bereavement Coordinator

#### **General**

This is a one year term position, based on 30 hours per week. The Children & Youth Bereavement Support Worker will provide grief support through 1:1 and group settings, as well as co-facilitate seasonal day camps and a summer camp for grieving children. The Support Worker in conjunction with the Children & Youth Bereavement Coordinator will ensure program delivery meets the needs of our child and youth clients, ages 3 to 18 years of age, and is consistent with the mandate of the Society.

#### **DUTIES & RESPONSIBILITIES**

1. Assess children and teens for one to one and support group participation and/or other services as appropriate; ensuring parental consent and follow-up.
2. Organize and facilitate age-appropriate grief support groups.
3. Liaise with family/guardians and provide support as required.
4. In collaboration with other C & Y Program Staff, develop and deliver age-appropriate program content.
5. Provide outreach support to the community (i.e. schools).
6. In collaboration with the Child & Youth Program Staff, school counsellors and teachers, provide classroom education on grief and loss in addition to ensuring the availability of appropriate education material.
7. Responsible for the co-development and implementation of a volunteer training twice annually for the Children & Youth Program including follow up support and overall supervision.
8. Co-coordinate an annual 4-day summer camp for grieving children, including program and scheduling; training of volunteers; and recruitment of appropriate facilitators.
9. Assist in the coordination of seasonal day camps and other special events throughout the year.
10. Work in collaboration with the Volunteer Program Coordinator regarding the recruitment and screening of child and youth volunteers.
11. Assist with the development of content for quarterly newsletters and other publications as needed.
12. Work in collaboration with the monthly quilters group regarding program needs and requirements, set up and annual thank you.
13. Performs other related duties as assigned.

#### **Communication:**

14. Responds to the requests of people both over the phone and in person in a courteous, respectful and timely manner.
15. Provides a monthly activity report in conjunction with other C & Y Program staff and maintains records for annual reporting, as needed.
16. Participates in staff meetings, training programs and workshops as required.
17. Maintains a current knowledge of and adheres to all Langley Hospice Society policies and procedures.



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**QUALIFICATIONS**

1. A relevant professional degree and/or comparable combination of education and experience.
2. Additional education/training and experience in bereavement and hospice/palliative care would be an asset.
3. Certification in child and youth care is an asset.
4. Successful completion of a criminal record check.
5. Must maintain a valid BC Driver's License and have access to a vehicle.

**SKILLS AND ABILITIES**

1. Experience working with children and teens.
2. Knowledge of child and teen development.
3. Understanding of expressive therapies as a way of helping children and teens express themselves.
4. Creative; ability to develop engaging and age appropriate, art, craft and recreational activities; values play and recreation as a mode of communication with children and youth.
5. High level of diplomacy, discretion and confidentiality as well as the ability to interact effectively with staff, volunteers and the public.
6. Recognize the importance of peer support group work over individual counsellor led sessions with children and youth.
7. Sense of fun and adventure while maintaining a balance of energy, flexibility, and responsibility; is physically active and in good health.
8. Caring, compassionate, warm, friendly and confident.
9. Flexibility required in hours worked to accommodate client needs i.e. after school, evening and weekend.
10. Excellent written, oral and interpersonal skills.
11. Strong organizational and computer skills including the ability to work on a variety of projects simultaneously.
12. Ability to work well both independently and as part of a team.