



springboard

CONNECT. INSPIRE. ACHIEVE.

## ABOUT US

**Springboard's mission** is to build stronger communities by helping youth and adults develop the skills they need to reach their full potential. As a charitable organization, we deliver innovative, professional and diverse programming by establishing partnerships between our clients and their community. Springboard's program areas include community justice, employment, developmental services, youth justice, Weed out The Risk and The Community Learning HUB.

## WHO WE ARE

**People are at the centre of everything we do.** We foster opportunities for skills development, personal growth and social interaction. We also actively promote work/life balance and mental health supports. We foster communication across the agency, from our Town Halls to our quarterly Springboard orientations. We are a learning organization and our people have the opportunity to provide feedback into all areas of the organization.

We have an active Employee Engagement Committee that focuses on connecting staff through communication, a rewards and recognition program, career development initiatives and of course, social and team building opportunities. Springboard offers a comprehensive benefits package for full time, permanent staff and, for all permanent positions, a savings plan that helps support our people in all aspects of their lives.

## Internal / External Job Post

# Community Justice Worker - YJC CJPYH-U24-05

### THE OPPORTUNITY

Job Class	◆ Union
Department	◆ Community Justice Programs and Youth Homes
Location	◆ Sault Ste. Marie - <b>Frequent in person service is required</b>
Status	◆ Part-Time, Permanent
Pay Rate	◆ \$23.74 per hour
Vacancy Number	◆ CJPYH-U24-05
Available	◆ Immediately
Hours/Shifts	◆ 40 hours bi-weekly, Tuesday 8:30am to 1:30pm, Monday, Wednesday, Thursday flexibility in work hours required, 1 evening per week as needed Schedules may change depending on operational requirements. Travel to other locations may be required.

Our Community Justice Worker has the incredible opportunity to play an integral role in restorative practices by administering and coordinating the Sault Ste. Marie Youth Justice Committee (YJC). Our YJC brings together a young person aged 12-17 alleged to have committed an offence, their parent(s), the person harmed and trained members of the community with the goal of negotiating a mutually agreeable path forward for the young person to make amends for their actions.

The YJC program provides an opportunity for those harmed by offences to address them in impactful and meaningful ways with the young person who is prepared to take accountability.

### WAYS YOU CAN CONTRIBUTE

- Provide the logistical support to schedule 10 volunteers and provide them support, guidance and training.

- Counsel, case manage and assess referred youth to determine their needs and potential risks, ability and willingness to make reparation and suitability and motivation to participate in our community-based restorative justice program.
- Deal with crisis situations that may involve volatile behaviour in a calm and effective manner
- Engage those impacted by the actions of the young person in a supportive and thoughtful manner by providing information, obtaining feedback, engaging in restorative justice processes and arranging reparations where applicable.
- Educate young people regarding court processes and the nature of community-based sanctions.
- Provide timely referrals for interventions for identified needs and risks that may include employment, housing, financial, addictions, nutritional, mental, physical and emotional needs and capabilities.
- Arrange and monitor suitable sanctions in accordance with the young person's circumstances and needs, court/police requirements, as well as the principles of holding the young person accountable while observing the principles of proportionality and timeliness.
- Group facilitation including delivery of client programming and restorative justice conferencing, volunteer meetings and training for volunteers.
- Conduct outreach and maintain relationships with community-based agencies that will accept referrals or partner in providing sanctions, particularly those that can continue following their involvement in the youth criminal justice system.
- Collect and submit internal and external statistical data and reports in accordance with Agency and Funder standards.

## **WHO YOU ARE**

### **Knowledge/Experience**

- Post-secondary diploma/degree in the field of social services.
- At least three years of related work experience working with youth in the criminal justice system including but not limited to: court processes, needs and risk assessments, outreach, and liaison.
- Working knowledge of the youth criminal justice system, Youth Criminal Justice Act (YCJA) and social services.
- Demonstrated knowledge of relevant legislations and principles, concepts and current best practices in the area of restorative justice.
- Demonstrated knowledge and experience in building networks with community agencies and in making timely referrals and connections to programs particularly outreach to diverse communities and connections to programs meeting unique, complex and multi-dimensional needs, including mental health issues.
- Direct experience engaging with diverse populations and an ability to apply a culturally responsive lens to all interactions, including program implementation and capacity-building with young people.
- A strong understanding of the systemic barriers that young people face and how this may impact clients and their own experiences.

### **Skills/Abilities**

- Demonstrated skills in developing and offering creative community-based responses to assist in holding the young person accountable.
- Excellent interpersonal skills to communicate effectively for client service as well as with victims of crime, the police, Crown Attorneys, Judges, Duty Counsel, Defense Counsel, Probation Officers, Correctional Institution personnel, community partners and volunteers.
- Excellent assessment, counselling, administrative and group facilitation skills
- Ability to work in a dynamic, fast-paced environment.
- Proficient in computer, including use of Microsoft Applications (e.g. Word, Excel, PowerPoint) Skills testing/demonstration may be administered.
- Travel throughout the region is required – car and valid driver's license is required
- Demonstrated use of our core competencies in:

**Accountability** - responsible for own actions, behaviors, performance and decisions; providing leadership, being proactive toward challenges, identifying areas of opportunities and taking ownership in finding solutions for own situations and reporting staff

**Time Management & Autonomy** - effectively functions independently or within a team; handles the requirements and tasks involved with accomplishing goals and meeting competing deadlines in an organized manner

**Critical Thinking** – ability to analyze information in the moment and conceptualization of how to apply and evaluate responses and reasoning, knowing when to delegate and follow up as required/needed

#### NICE TO HAVE'S

- Ability to speak and write in French

#### APPLY

Thank you for your interest in working with Springboard.

Completion of satisfactory, professional references, background checks, and proof of education are requirements of employment.

**The Deadline for Applications is until position is filled.** Please submit your cover letter and resume in a single document. You must also include the vacancy number in the subject line of your email when applying to [careers@springboardservices.ca](mailto:careers@springboardservices.ca).

Resumes received after the application deadline will be considered at the discretion of the hiring supervisor. **No phone calls please. Only those selected for an interview will be contacted.**

*We value the unique skills and experiences each individual brings to the organization and we are committed to creating and maintaining an inclusive and accessible environment for everyone. Applications are encouraged from those who reflect the diversity of our community and we will work with you to provide a positive recruitment experience. Please let us know if you require accommodation during the recruitment and selection process.*