

## **Employment Opportunity**

### **Family Behavioural Consultant, Disability Services**

#### **Organization Overview:**

YWCA Edmonton is a powerful voice for equity and has been leading social change and progress for women, families and gender-diverse individuals in the capital region since 1907. Part of an international movement, YWCA Edmonton is a trusted provider of services, programs and advocacy work that transforms lives and helps build a stronger, healthier, and equitable community for all. We provide education and services to thousands every year through leadership programs, counselling, outdoor education, healing retreats and supporting people with disabilities.

#### **Departmental Overview:**

YWCA Disability Services empowers individuals to achieve their full potential with the support of their family and community. Since 1979, we have provided a wide range of respite and support services for individuals with disabilities and their families. Today, we support more than 190 individuals. Our services support a wide range of conditions, including but not limited to developmental disabilities, physical limitations, behavioural and psychological challenges, and the medically fragile. From infants to seniors, anyone is welcome provided we have appropriate resources available. The Alberta Council of Disability Services has certified our program as a Creating Excellence Together Level II agency, awarded to agencies offering the highest standards of quality care.

#### **Job Summary:**

As YWCA Edmonton's Family Behavioural Consultant, you will provide vital support to families dealing with children's behavioral challenges and developmental needs. Your role involves initial consultations, assessing family requirements, educating on behavior and development, and collaborating with professionals and families. You will also participate in training, maintain records, and ensure adherence to policies, all with the goal of improving the lives of these families. Your dedication to facilitating positive change is at the heart of this role.

#### **Employment Type:**

This is a full time, salaried position, (37.5 hours per week). Schedule may vary depending on the needs of the families served and program demands.

#### **Major Responsibilities:**

- Conduct initial consultation.
- Assess the needs of the family being served.
- Determine if the FBC program is appropriate to meet the family's needs.
- Educate and provide behavior/developmental guidance techniques and facilitate skill acquisition for families of children with behavioral challenges.
- Teach and role model appropriate interventions to parents/guardians and Behavioral Aide.
- Develop strategies, as required, for the family and Behavioral Aide to implement.
- Monitor and make modifications to the strategies as required.
- Provide ongoing support to families.

- Assist the Manager, Operations with the preparation of semi-annual/annual program monitoring reports for FSCD.
- Complete monthly nominal roll & disperse it to the Director Disability Services , Manager, Operations & FSCD Contract Specialist.
- Responsible for ongoing training and supervision of Behavioral/Developmental Aides.
- Work in collaboration with professionals, FBC Consultants, and disability workers within FSCD.
- Attend regular meetings of FBC Consultants & Disability Services monthly department meeting.
- Work collaboratively with the Manager, Operations to develop appropriate standards and procedures.
- Provide the Manager, Operations and FSCD with the nominal roll by the 5th of each month.
- Record and evaluate resources required for effective management of caseload.
- Ensure consistent, open communication with all parties involved.
- Respond to, and document, any concerns of the families being served. Notify the Manager, Operations of those concerns.
- Assist with organization and facilitation of Behavioral Aide training.
- Maintain and renew all personal training and certifications required.
- Follow the procedures and standards as set out in the YWCA Edmonton Policy and Procedure manual.
- Perform all additional duties related to the position, as assigned.

**Organizational Relationships:**

The Family Behavioural Consultant directly reports to the Director, Disability Services at YWCA Edmonton. Annually, the Disability Services department serves around 190 children and adults living with disabilities in our community.

**Qualifications:**

- Bachelor's degree in psychology, Early Child & Youth Care, or any other social services or equivalent degrees.
- Minimum five (5) years direct experience in rehabilitation services, working with children with disabilities and their families.
- Direct experience in behavior management is essential.
- Strong knowledge of child development.
- Experience creating behavioral assessments.
- Experience in development and implementation of behavior/developmental strategies.
- Effective problem solving and crisis management skills.
- Ability to work with a diverse population.
- Excellent people skills; oral and written communication skills.
- Experience supervising front-line staff.
- Strong knowledge of Microsoft Suite programs and DocuSign.
- Current Intervention Record Check and Criminal Record Check.
- Current Standard First Aid and CPR.
- A vehicle and valid driver's license as well as appropriate insurance as outlined in the YWCA Edmonton policy manual.
- Triple P training is an asset.

**Equal Opportunity Commitment:**

For over a century, YWCA Edmonton has been dedicated to creating a community in which everyone has an equal opportunity to achieve their full potential. We know that creating an equitable world requires diversity of thought and equity for all. We stay true to our mission by welcoming the unique contributions that everyone can make, and our hiring practices welcome all candidates. YWCA Edmonton is committed to maintaining a workplace environment that demonstrates a culture built on the fundamental principles of inclusion, diversity, equity, accessibility, and safety.

**Acknowledgment:**

YWCA Edmonton acknowledges that we are on the traditional land of Treaty 6 Territory and the Metis Homeland of Region 4. The footsteps of diverse Indigenous peoples have marked this territory from time immemorial — First Nations, Metis, Inuit, and now settlers from around the world. We are all treaty members, with recognition and respect for Indigenous Peoples and the traditional territories on which we live, work, and play. We call upon our collective honored traditions and spirits to share responsibility for stewardship of this beautiful land and our community.

**Compensation:**

We offer a competitive compensation package for the job that includes a salary commensurate with experience and education, full benefits package with RRSP employer matching contributions, and paid time off and holidays. Our hybrid work arrangement provides flexibility to work both in-office and remotely, ensuring work-life balance and personal pursuits. We value our employees and aim to provide a work environment that promotes growth, development, and well-being.

**How to Apply:**

Please submit your cover letter and resume to [careers@ywcaedm.org](mailto:careers@ywcaedm.org).

**Only qualified applicants will be contacted for a prescreening interview. Please do not call with inquiries. All inquiries can be directly emailed to [careers@ywcaedm.org](mailto:careers@ywcaedm.org).**

**This posting will remain open until November 30, 2023, or until a suitable candidate is found.**