BAYC
(A division of Sunny Hills Services)

Job Description

POSITION TITLE: RAFA Youth Development Clinician

PROGRAM: Community-Based Mental Health

REPORTS TO: Clinical Supervisor

LOCATION: Hayward

STATUS: Full-time, Salaried, Exempt

AGENCY PHILOSOPHY:
At Sunny Hills Services, we seek to improve the welfare of children and youth by helping to provide the resources, support and skills they need to develop along a healthy, age-appropriate pathway. All of our services are rooted in these core principles: 1) a strength-based approach which believes in the value and worth of each client as an individual, 2) acknowledging the importance of family relationships and encouraging positive and ongoing engagement with families, peers and communities, 3) engaging children and youth in a developmentally appropriate manner that promotes resilience, self-efficacy and positive self-concept, 4) recognizing that clients’ needs are best met through holistic and individualized service delivery.

BAYC SERVICE PHILOSOPHY
BAYC partners with vulnerable youth, empowering them to successfully transition to living independently as the most self-reliant, confident adults they can be. At the heart of our work is recognizing individuals in their individuality, and using our human relationships to help them to create a living roadmap towards knowing themselves. Our youth development approach enlists youth as stakeholders in designing goals that are meaningful and aligned with the youth’s own individual skills, dreams and competencies. We provide mentoring, guidance and course corrections in an environment in which it is safe to make mistakes as an inherent part of learning and practicing life skills. A key methodology is promoting awareness of choice. We work to expand youth understanding of how their own choices serve or do not serve them in achieving their stated goals.

JOB SUMMARY
The RAFA Youth Development Clinician (YDC) provides clinical care and case management to transition youth served through BAYC’s Real Alternatives for Adolescents (RAFA) program. The YDC is paired with a Youth Development Specialist (YDS) and shares a caseload of 10-15 current and former foster and probation youth in transitional housing. The YDS and YDC are part of a multidisciplinary team that includes the youth, natural supports, and other service providers that assists youth in their transition to adulthood. The YDC provides community-based mental health support and clinical case management. This includes partnering with youth on their mental health goals, vocational, and educational needs. The YDC actively supports and implements a strengths-based, trauma-informed, culturally competent, and youth-centered approach to working with transition-age youth (TAY). This exempt position may require work weeks in excess of 40 hours as well as evening and weekend work. This position also requires monthly on-call work during non-business hours.

REVISED: 01/04/2012
ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Participate in intake and discharge processes.
- Obtain and complete necessary clinical records/documents within assigned time frames.
- Partner with youth in completing strengths-based, comprehensive assessment and treatment plan.
- Meet with youth weekly or more and partner with them in identifying and working on short and long term mental health and independent living skills goals.
- Partner with youth in promoting the involvement of family and other informal and formal key players in planning services and supports for each youth. Partner with youth in maintaining relationships with permanent support people and identifying opportunities to strengthen these relationships.
- Partner with youth in identifying community resources.
- Partner with Youth Development Specialist to support youth in reaching goals, meeting requirements and abiding by RAFA program rules.
- Partner with youth identifying obstacles to living independently, obtaining employment, obtaining post-secondary education, and in developing supportive social and recreational activities. Develop strategies to overcome these barriers.
- Ensure culturally sensitive and relevant treatment.
- Responsible for writing clinical reports (Progress Notes, Assessments, Treatment Plans and Discharge Summaries.) within expected agency timeframes.
- Chart and record services rendered in accordance with agency standards.
- Partner with youth in acquiring access to community settings and resources including but not limited to health care, employment, housing, social security benefits, etc.
- Develop interagency and community network relationships which improve access to relevant community services and benefits.
- Participate in program outreach.
- Participate in program development.
- Regular on-call duties.
- Medi-Cal Administrative Activities, as more specifically set forth in the addendum attached hereto.
- Provide support to and monitor youth during times of crisis.
- Assist youth in moving in and moving out of program.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and expectations required of the position.

KNOWLEDGE, SKILLS AND ABILITIES

- Commitment to working in a diverse workplace, and self-awareness regarding issues of race, ethnicity, class, sexual orientation, gender identity, religion/spirituality and disability.
- Passion for and commitment to working with a diverse group of Transition Age Youth (TAY) including youth of color, LGBTQ youth, youth with disabilities and pregnant and parenting youth.
- Enthusiastic and strengths-based approach to partnering with youth and collaborating with peers.
- Ability to hold yourself accountable for your work.
• Ability to give and receive feedback to others.
• Strong problem solving skills.
• Commitment to effectiveness, prioritizing, efficiency and follow-through.
• Commitment to self-reflection and personal awareness as a means of being able to remain emotionally available and connected with youth, and function as an engaged team-member.
• Ability to view families, both biological and chosen, as resources and support systems for youth, and commitment to involve families in services.
• Knowledge of the obstacles faced by emancipated foster youth
• Knowledge of Child Development
• Knowledge of the cycle of Domestic Violence
• Knowledge of the effects of Substance Abuse
• Knowledge of Trauma Informed Care approaches
• Knowledge of parenting skills and bonding techniques
• Understanding of youth development approach
• Knowledge of community resources and public welfare system
• Excellent communication skills
• Strong leadership skills
• Ability to manage time effectively
• Ability to work both collaboratively and independently
• Ability to establish and maintain rapport with youth and families, as well as other permanent support people and professionals
• Strong written and verbal skills
• Experience with and commitment to a youth development model
• Proficiency in Microsoft Office programs, particularly Word and Excel
• Proficiency in utilizing Internet, email and web-based programs

QUALIFICATIONS:
• Masters in Social Work or Marriage and Family Therapy from an accredited university or college.
• Registered with California BBS
• At least one year post-graduate experience working with adolescents, preferably current and/or former foster youth.
• California Department of Justice and FBI fingerprint clearance.
• Must have a dependable car, valid driver’s license, and proof of insurance.

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

• Sitting, walking, standing for extended periods of time
• Twisting and bending for brief periods of time.
• Occasional reaching and/or grasping using hands and/or arms.
• Regular use of hands requiring dexterity in using the telephone, computer keyboard, mouse or calculator.
• Regularly required to talk and hear in person or by telephone.
• Visual ability to read documents and computer monitor.
May be required to lift up to 10 pounds.
May be required to ascend/descend stairs.
Ability to drive

AGENCY EXPECTATIONS:
- Adhere to all Agency Health and Safety policies and procedures administratively as well as related to the care of our clients.
- Administer duties as defined by the SHS/BAYC performance review plan within the required deadlines.
- Attend and participate in all required agency supervisions, meetings and trainings.
- Follow agency policies and procedures.
- Must maintain strict confidentiality related to client, staff and other Agency information.

Sunny Hills Services is an Equal Opportunity employer and does not discriminate on the basis of age, race, color, religion, sex, sexual orientation, disability, national origin, Vietnam era or other veteran status.

Employee Print Name: ________________________________ Date: ___________

Employee Signature: ________________________________