

INTERNAL/EXTERNAL JOB POSTING # 26-19**THREE (3) 1.0 FTE****CHILD AND YOUTH WORKERS (DIP)****LIVE-IN TREATMENT/STEP UP STEP DOWN – INTENSIVE TREATMENT SERVICES**

Keystone's Intensive Treatment Program includes three distinct services: a six-bed Live-In Treatment program, a six-bed Step-Up/Step-Down program, and Day Treatment. CYWs work across all three services based on client and operational needs. The residential services operate 24 hours a day, seven days a week, 365 days a year and require consistent therapeutic care, active supervision and team-based crisis response.

Reports To

Supervisor, Intensive Treatment Program (or designate)

1. General Accountability

- Provide direct supervision, therapeutic support and treatment to adolescents admitted to Keystone's Live-In Treatment program.
- Contribute to the safe, effective and consistent operation of a complex 24-hour live-in mental health treatment environment.
- Develop and maintain therapeutic relationships grounded in trauma-informed, attachment-focused, strengths-based and culturally responsive practice.
- Contribute a professional Child and Youth Care perspective to assessment, treatment planning, daily programming, risk management and transition planning.

2. Direct Care and Therapeutic Support

- Provide active and continuous supervision, engagement, coaching and emotional support throughout daily routines, programming and community activities.
- Implement individualized plans of care, treatment goals, behaviour support strategies, safety plans and crisis-management plans developed by the interdisciplinary team.
- Support emotional regulation, coping, communication, relationship, problem-solving, self-advocacy and independent-living skills.
- Plan, facilitate and evaluate individual, group, recreational, life-skills and therapeutic activities within the CYW scope of practice.
- Support daily living routines, including meals, hygiene, recreation, appointments, education, community participation, bedtime and overnight routines.
- Maintain a predictable, respectful and therapeutic milieu while balancing individual needs, group dynamics and program safety.

3. Treatment Planning and Family Engagement

- Participate actively in assessment, treatment planning, plan-of-care reviews, case conferences, risk reviews and discharge or transition planning.





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- Observe and document changes in presentation, functioning, behaviour and risk, and communicate concerns promptly to the appropriate team member or supervisor.
- Engage parents, caregivers and families as partners in treatment, consistent with the plan of care, consent and privacy requirements.
- Collaborate with clinicians, schools, child welfare, healthcare and community partners to promote coordinated care and continuity across settings.
- Support family, school and community visits, appointments, outings and transition activities as assigned.

4. Crisis Prevention and Safety Response

- Recognize and respond to escalating behaviour, mental health concerns, self-harm or suicide risk, aggression, absences without authorization and other urgent safety concerns.
- Use approved co-regulation, prevention, de-escalation and crisis-intervention strategies and follow individualized safety and crisis plans.
- Implement emergency procedures, seek assistance appropriately and participate in team-based emergency responses within the limits of training and assigned responsibilities.
- Participate in post-incident debriefing, documentation, review and follow-up to support safety, learning and continuity of care.
- Administer and document medication when assigned, trained and authorized, in accordance with legislation, agency policy and program procedures.
- Meet all duty-to-report, privacy, occupational health and safety, workplace violence, medication and incident-reporting requirements.

5. Documentation, Communication and Program Operations

- Maintain timely, objective, accurate and confidential clinical records, daily logs, progress notes, incident reports, medication records, statistics and transition documentation.
- Communicate relevant information during shift handovers and across the interdisciplinary team to promote consistent care and safety.
- Participate in team meetings, case reviews, supervision, reflective practice, mandatory training and professional development.
- Contribute to program planning, evaluation, accreditation and quality-improvement activities.
- Maintain a clean, organized and safe environment and complete required household, administrative and operational responsibilities.
- Transport and accompany youth as assigned and follow all vehicle, community-safety and supervision requirements.
- Perform other related duties consistent with the purpose and level of the CYW (DIP) classification.

Minimum Qualifications

- Diploma in Child and Youth Care/Child and Youth Worker/Social Service Worker from a recognized post-secondary institution, or an equivalent qualification acceptable to Keystone.
- Demonstrated direct service experience supporting adolescents with complex mental health, emotional, behavioural or developmental needs is essential.





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- A minimum of two years of relevant direct-service experience is strongly preferred. Experience in live-in treatment, residential care, intensive mental health services, hospital, child welfare or another comparable 24-hour setting is a strong asset.
- Demonstrated experience applying trauma-informed care, crisis prevention, de-escalation, professional boundaries and collaborative treatment approaches.
- Current Standard First Aid and CPR certification.
- Current certification in Keystone-approved crisis prevention and intervention training, or willingness and ability to obtain and maintain certification.
- Satisfactory Broad Record Check in accordance with agency and licensing requirements.
- Valid Ontario driver's license, reliable transportation and automobile insurance with at least \$2 million liability coverage for transporting youth.
- Ability to work rotating days, evenings and overnight shifts, including weekends and statutory holidays, in a program that operates continuously throughout the year.

Knowledge, Skills and Competencies

- Sound knowledge of child and adolescent development, mental health, trauma, attachment, family systems, suicide and self-harm risk, and culturally responsive practice.
- Demonstrated ability to remain calm, regulated and responsive during emotionally intense, unpredictable or rapidly changing situations.
- Strong therapeutic engagement, observation, critical thinking, conflict resolution and professional judgment.
- Ability to balance the individual needs of youth with group dynamics, program expectations and the safety of the milieu.
- Excellent verbal, written and interpersonal communication skills, including timely and objective clinical documentation.
- Ability to work collaboratively, receive and apply feedback, maintain consistent team approaches and contribute constructively to shift handovers and treatment decisions.
- Dependability, availability and flexibility to support a 24-hour operation, including maintaining reliable attendance and arriving prepared for scheduled shifts.
- Strong organization and proficiency with electronic clinical records and standard workplace technology.

Working Conditions and Safety Requirements

This position involves supporting adolescents experiencing significant mental health, emotional and behavioural challenges. The employee may encounter unpredictable behaviour, escalating situations, verbal aggression or circumstances requiring an immediate safety response. The employee must be able to recognize and respond to risk, follow individualized safety and crisis plans, use approved prevention and de-escalation strategies, seek assistance appropriately, and participate in emergency responses within the limits of their training and assigned responsibilities.

Keystone provides required training, policies, procedures, supervision and team-based safety supports. Employees are expected to report hazards, incidents and safety concerns promptly and to participate in the development and implementation of appropriate safety measures.





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The position may require participation in approved crisis-intervention procedures when necessary to protect safety, in accordance with training, agency policy and applicable accommodation obligations.

Role Information

Positions Available	Three (3) permanent 1.0 FTE positions
Classification	OPSEU Child and Youth Worker (DIP) – Live-In Treatment
Hours	40 hours per week
Schedule	Rotating days, evenings and overnight shifts, including weekends and statutory holidays. LIT operates 24 hours per day, 365 days per year.
Start Date	ASAP
Apply With	Resume and cover letter to Human Resources at HR@kcyfs.com
Date Posted Internally Externally Posted till filled	26 August – 1 Sept 2026

Pay Scale Per OPSEU Current Collective Agreement

Hrs/Wk	A	B	C	D	E
40	\$27.86	\$29.28	\$30.70	\$32.06	\$33.47

Why Keystone?

- Comprehensive benefits package to support your health and well-being.
- HOOPP pension plan—a defined-benefit plan investing in your future.
- Vacation and leave provisions that support work-life balance.
- Employee Assistance Program and access to ongoing professional development and training.
- A supportive, multidisciplinary environment focused on connection and collaboration.
- The opportunity to make a meaningful difference for children, youth and families across Grey and Bruce Counties.

Keystone is committed to equity, accessibility and inclusion in employment. Accommodation is available throughout the recruitment process upon request.

