



**Program Assistant  
10-044**



*This is a full-time overnight awake position (40 hours/week)*

As a Program Assistant, you are dedicated to the supervision of youth retained in 24 hour residential custody programs. Supporting daily living and recreation activities, you have an ability to develop client relationships that are based on mutual respect. You have strong verbal communication skills and the ability to write clear, precise and detailed reports for use in legal proceedings. Using your good decision-making abilities, you respond to difficult client behaviour in a non-reactive manner. When a crisis emerges, you are composed and effective.

This position involves shift work including rotating overnights and weekends., you have a Grade 12 diploma (or equivalent), and your experience working with addictions, street youth or young offenders is preferred, but not required as training will be provided.

**Location: Edmonton**

*We offer flexibility, a comprehensive benefits package and a supportive working environment.*

Police Information Check, Intervention Record Check and/or summary of driving record are conditions of employment and the financial responsibility of the candidate.

Please send resume, quoting the competition number 10-044, before March 10, 2010 to:

**Catholic Social Services  
Human Resources  
8815-99 Street  
Edmonton, AB  
Fax: (780) 439-3154  
[www.catholicsocialservices.ab.ca](http://www.catholicsocialservices.ab.ca)**

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