



York Region
Children's Aid Society
Société d'aide à l'enfance
de la région de York



May 6, 2026

Child and Youth Advocate Program (In partnership with the Cedar Centre)

Cedar Centre is a community based organization that provides trauma-specific therapy for children, youth, and their non-offending supportive caregivers, as well as for adults and seniors who, as children, experienced interpersonal childhood violence. The focus of our work is to support people recovering from the impacts that interpersonal childhood trauma has had on their lives. The successful candidate will be an employee of Cedar Centre not the York Region Children's Aid Society.

To support us on our journey, Cedar Centre is looking for an Child and Youth Advocate to support our Child, Youth & Family Program.

Why Work for Us?

- ❖ Extended Health, Dental & Vision Care
- ❖ Life & Disability Insurance
- ❖ Four (4) Weeks of Vacation accrued per calendar year
- ❖ On Site Parking

SUMMARY OF DUTIES & RESPONSIBILITIES

Cedar Centre is host to an emerging Child/Youth Advocacy Centre for York Region. The Child & Youth Advocacy Program is a pillar of the Centre's new operation and will be piloted over the coming two years with the expectation that the Advocate's role will become permanent. Because of the sensitivity of this work, this role performs responsibilities in-person, on-site in Newmarket from Monday – Friday between the hours of 12 pm and 8 pm.

Offices

The Cedar Centre:
17705 Leslie St
Unit #12
Newmarket, ON
L3Y 3E3

Primary Responsibilities:

- This role is responsible for:
 - collaborating with a multidisciplinary team (MDT) of police, child protection agencies, justice partners, and medical professionals to provide seamless trauma-informed services to the children, youth and their supportive caregiver(s) who attend the CYAC while maintaining confidentiality standards.
 - greeting families upon arrival at the Centre, provide a tour of the facilities, overview of the CYAC, and sharing information on processes and MDT members' roles.
 - Identifying and informing MDT partners about a family's areas of need through informal needs and risk assessments.
 - supporting safety plans initiated by Child Protection, York Regional Police, DASA and/or First Nations.
 - maintaining regular communication with children, youth and their supportive caregiver(s) until they identify support is no longer needed.
- This role will facilitate:
 - system navigation for children, youth and their supportive caregiver(s).
 - referrals to appropriate services within Cedar Centre and in community as needed/appropriate.
- This role must ensure:
 - individual and lived experiences of families and their networks are honoured through cultural safety and anti-racist/anti-oppressive, disability and neuro-affirming practices.

Clinical Duties:

- Provide crisis intervention, in collaboration and consultation with the MDT, when significant safety concerns, child protection, and/or mental health risks are identified.
- Uphold their legal and ethical responsibilities to report any concerns related to the safety, well-being, or protection of vulnerable individuals, in accordance with mandatory reporting laws.
- Provide support and psychoeducation to children, youth and their supportive caregiver(s) who attend the Centre, including the impacts of trauma, emotional regulation, the grooming process, signs of exploitation, etc.
- Maintain accurate and timely documentation of participant-related information in accordance with organizational policies.
- Attend and provide support in CYA case coordination processes, as needed.
- Participate in the intake process and supervision meetings.

Centre Business Responsibilities:

- Working closely with onsite facility dogs.
- Manage room scheduling for family and MDT on-site meetings.
- Preparation and presentation of monthly program metrics.
- Ongoing communication with the Centre's clinical team and agency staff.

- Attend professional development and training activities, as required.
- Other duties as required.

QUALIFICATIONS

- Successful candidates must have:
 - a BSW or equivalent degree, or a diploma, preferably in the field of social work, child & youth care, social services, or related area of study.
 - a minimum of three (3) years' relevant experience working directly with victims of violence, abuse, and trauma.
 - the ability to meet the needs of a diverse client base, through knowledge of and application of diversity, equity and inclusion, trauma-informed, anti-oppressive, and anti-racist practices.
 - Satisfactory clearance under the Vulnerable Sector Screening process.
- Successful candidates must demonstrate:
 - an understanding of the Child & Youth Advocacy Model and some experience collaborating with teams of multidisciplinary professionals (MDT) and community partners.
 - awareness of the variety of different types of trauma (e.g., sexual, physical) and trauma-experiences (e.g., race and gender-based trauma) that may be experienced by children, youth and families.
 - the ability to respond to crisis situations, screen for suicidality or other high-risk concerns; ASIST training is considered an asset.
 - sound knowledge of the Child, Youth and Family Services Act and Victims Bill of Rights.
 - flexibility, sound judgement, creativity, and initiative.
 - ability to work both in-person at the agency and virtually from a home office.
- Successful candidates must possess:
 - the ability to employ self-care strategies in relation to potentially stressful situations.
 - excellent interpersonal, written, and organizational skills, and the ability to work on multiple tasks and prioritize deadlines.
 - Proficient computer skills and experience with client databases and electronic records.

Accountability: This new position will report directly to the Child & Youth Advocate Program Coordinator and ultimately the Clinical Director.

Expected start date: As soon as possible.

Job Types: Contract, 12 pm – 8 pm, Monday – Friday.

This is an Employment Contract position until March 31, 2028 with the potential to become permanent employment in April 2028 if the project is successfully funded.

Salary Range: \$62,000.00

HOW TO APPLY:

Please send your covering letter and curriculum vitae to cedarcentrecareers@Yorkcas.org before

Monday, May 25th, 2026.

We thank all candidates for their interest, but only those selected for an interview will be contacted. Candidates who meet the qualifications are welcome to apply no later than May 25, 2026 by 11:59PM.

We appreciate all applications received. All communications will be held in strict and professional confidence. Only those candidates selected for an interview will be contacted. We thank all applicants for their submissions.

Employment at the Cedar Centre is conditional upon the verification of credentials and satisfactory vulnerable sector check. The Cedar Centre works in a hybrid virtual and on-site working environment.

Anti-Oppression/Anti-Racism

The Cedar Centre is committed to having a workforce that is reflective of the diversity of York Region and strongly encourages application from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

Diversity, Equity & Inclusion

As an employer, Cedar Centre is dedicated to building an organization that reflects the diversity of our participants and the communities we serve. We strongly encourage applicants from Indigenous/First Nations, Francophone, Immigrant and Refugee, Women of Colour, LGBTQQIP2SAA individuals, people with disabilities, and all equity seeking groups to apply for this position.

Accommodation

We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Rights Code. Applicants that may require accommodation during the selection process are encouraged to notify the Human Resources Department when contacted for an interview.

Human Resources will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process, which will enable you to be assessed in a fair and equitable manner.