



**Employment Counselor
Contract until April 30, 2019**

Stella's Circle is a leading community organization that works with over 1000 participants each year, providing employment services, residential and non-residential counseling and supportive housing. Our organization has over 125 dedicated staff operating within an \$8 million budget.

We are currently seeking an Employment Counselor to support participants in our Employment Services division. You are committed to helping people with a variety of employment barriers make career decisions, set goals, and participate in a variety of interventions that support their entry or return to work and/or school.

Under the guidance of the management team, the Employment Counselor will:

- Provide professional, supportive, relationship focused case management to all clients prioritizing contacts, supports and interventions.
- Complete participant assessments in collaboration with referring professionals, instructors, employers, etc.
- Motivate and encourage participants to achieve their vocational goals.
- Support and encourage participants in job search activities including resume writing and refinement, accessing the hidden job market, interview skills, etc.
- Work closely with other members of the team, matching participants with employers and helping them to secure and maintain employment.
- Provide support to participants during training, and employment including Stella's Circle's social enterprises: the Hungry Heart Café, Clean Start and Home to Stay.

The successful candidate is an enthusiastic motivator and a leader with a belief in the right to work and the transformative nature of employment in people's lives. You have at least 3 years experience in the mental health and career development along with an undergraduate degree in the social sciences, social work or related fields. You have excellent interpersonal, communication and organizational skills and are able to work as part of a team.

Knowledge of income support, provincial training and employment programs, and experience with ARMS, the Employment Readiness Scale and other related career development tools would be an asset. A valid driver's license and access to a vehicle are required for this position.

Please send your cover letter and resume by Wednesday, January 2nd, 2019 at 5pm to:

HR Specialist
Fax: (709) 738-7808
Email: Recruitment@StellasCircle.ca