



Employment Counselor

Employment Services Division

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 school and/or work.

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

- 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, job search and employment.

The successful candidate is an enthusiastic motivator and a leader with a belief in the right to work and the transformative nature of employment on people's lives. You have at least 3 years experience in the mental health and career development fields along with a bachelor's degree in the social sciences, community development or an equivalent combination of training and experience. 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. A Criminal Record Check and Vulnerable Sector Check are required for this position.

Please send your cover letter and resume by March 18th, 2019 to:

HR Specialist
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