

Job Description: Vocational Counsellor

The Vocational Counsellor is a key staff in the delivery of IWC's employment services for vulnerable newcomers, working one-on-one with program participants requiring specialized support in the development and implementation of their pathway to employment. The Vocational counsellor performs a range of duties including, but not limited to:

- Working one-on-one with participants to develop individualized plans for labour market entry that include key areas for soft and direct skills development, actions and timelines.
 - Counseling participants regarding vocational issues, including occupation exploration and planning, providing a wide range of training, educational and labour market information.
 - Identifying barriers to employment and assist clients with job-readiness skills, job search strategies, writing résumés and preparing for job interviews.
 - Assessing need for additional assistance such as rehabilitation, financial aid or further training and refer clients to the appropriate services.
 - Collaborating with team members to identify targeted skills development needs of program participants; support and inform training design as required.
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Minimum Qualifications:

- Post-secondary degree in Social Sciences or other relevant discipline
 - Certificate in Career Counselling with minimum two (2) years' experience in vocational or career counselling
 - Minimum two (2) years' experience working with newcomers to Canada and/or experience working with clients facing multiple barriers to labour market integration
 - Demonstrated knowledge of and experience applying the following:
 - A broad range of current vocational practices and best practice strategies towards supporting clients facing multiple barriers to economic integration
 - Relevant counselling practices, effective counselling, goal setting and coaching skills to promote clients' success
 - Local labour market needs, gaps, trends and stakeholders
 - Group facilitation techniques
 - Case coordination and case management
 - Anti-racist and anti-oppressive practice
 - Extensive knowledge of the local labour market trends needs and gaps associated with the construction and industrial trades.
 - Demonstrated ability to work in coordination and collaboration with community partners and other services providers
 - Ability to interact in the community and represent the organization at community forums and outreach activities
 - Must speak, read and write fluently in English; fluency in Arabic or Spanish is an asset
 - Must have driver's license and daily use of a vehicle
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How to apply: Send resume and cover letter to the Hiring Committee IWChiring@IWChamilton.ca

Deadline: February 18th, 2018

IWC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.