



Calgary Immigrant Women's Association is a not for profit Immigrant Serving Agency established in 1982. CIWA's Mission is to engage and integrate immigrant women and their families in the community. We are seeking an individual who shares our values of Integrity, Equity, Empowerment, Relevance and Collaboration.

Empower Immigrant Women. Enrich Canadian Society.

Youth and Seniors Counsellor
Full Time - 37.5 hrs per week
Competitive salary and benefits package

The Youth and Seniors Counsellor is responsible for providing one-on-one counselling to immigrant youth and senior immigrant women and their families. The Counsellor will provide customized counselling as well as make necessary referrals. Additionally, this role is responsible for connecting with various ethnic populations and promoting the programs through community presentations. As this position requires travel, a valid license and reliable vehicle is required.

DUTIES AND RESPONSIBILITIES

- Provide customized one-on-one counselling to immigrant girls in the areas of bullying, family violence, language support, education and employment
- Support the Youth Program Coordinator with promotion of the program with public, private, Catholic and charter schools around Calgary
- Provide in-home support as needed to youth and their families
- Provide customized one-on-one counselling to senior women in the areas of health resources, parenting support, family law, intergenerational issues, and community support
- Assist with intake and assessment of clients
- Identify language ability of the participants' family and arrange first language support as needed
- Provide effective case management for high risk clients
- Encourage intergenerational tolerance and support within extended immigrant families
- Provide referrals for specialized services in the community
- Work collaboratively with mentors assigned to clients
- Conduct follow-up services to clients
- Secure off-site locations for one-on-one counselling
- Maintain clear communication with schools, different social service agencies, religious groups and staff
- Establish partnerships with various ethnic populations
- Assist with program evaluation and outcome measurement
- Data entry and other administrative duties
- All other reasonable duties as assigned by the Department Manager

STANDARDS OF PERFORMANCE

- Ensure that professional approach is aligned with CIWA values
- Maintain a positive working relationship with all staff and volunteers of CIWA
- Maintain a positive image and professional work habits and represent CIWA in a professional manner
- Demonstrate a high level of initiative and enthusiasm
- Maintain confidentiality at all times

QUALIFICATIONS

- A university degree in social work, psychology, or education, with post-secondary training in counselling is required as well as practical work in the area of counselling
- A broad knowledge of immigrant youth and senior's issues
- Public relations/marketing experience are definite assets
- Must demonstrate time-management abilities and have proven counselling, problem solving and decision making skills
- Excellent communication skills (both written and verbal) and ability to work in a team environment are essential
- Second language is a requirement

If you are looking for a rewarding career in an environment that is collaborative, innovative and supportive please forward your cover letter and resume to:

Human Resources

Calgary Immigrant Women's Association
Suite 200, 138 - 4th Avenue SE
Calgary, AB T2G 4Z6
Fax 403.264.3914
Email careers@ciwa-online.com

The Calgary Immigrant Women's Association is an equal opportunity employer and actively seeks candidates from diverse backgrounds. We thank all interested candidates in advance but only those selected for an interview will be contacted.