



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 Counsellor - One-on-One Counselling Program
Full Time Position - 37.5 hours per week
Competitive salary and benefits package**

The Youth Counsellor is responsible for providing one-on-one customized counselling to young immigrant women and their families. This position is also responsible for providing mentorship and developing intergenerational activities, as well as assisting in other areas of the youth program as needed. As the position requires traveling, a licensed 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 Program Coordinator with promotion of the program with public, private, catholic and charter schools around Calgary
- Assist with intake and assessment of clients
- Identify language ability of the participants' family and provide first language support as needed
- Provide effective case management for high risk clients
- Provide in-home support as needed to youth and their families
- Encourage intergenerational tolerance and support within extended immigrant families
- Culturally sensitive approach and support to parents' needs
- 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
- Data entry and other administrative duties
- Assist with program evaluation and outcome measurement
- Participate in CIWA events
- Other 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 issues

- Experience working with immigrants from diverse backgrounds
- 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 Alberta 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.