



Calgary Immigrant Women's Association is a not for profit Immigrant serving agency established in 1982. CIWA's Mission is to engage and integrate all immigrant women and their families in the community. We are seeking an individual who shares our values of Integrity, Equity, Inclusiveness, Innovation and Leadership.

Empower Immigrant Women. Enrich Canadian Society.

**Counsellor – Immigrant Girls, Boys and More Program,
Family Resource Network
Full Time Position - 37.5 hours per week
Competitive salary and benefits package**

The Counsellor is responsible for providing targeted and intensive support to immigrant, newcomer to Canada and refugee youth ages 14+ through three core elements: healthy relationship education, career mentorship, and counselling support.

DUTIES AND RESPONSIBILITIES

- Provide targeted and intensive supports that address the risk factors that youth 14+ face related to gender and family based violence
- Offer customized counselling focused on promoting child development and well-being among young individuals
- Offer individualized support for youth to increase and strengthen social connections and building individual capacity
- Support the program coordinator with program promotion
- Provide in-home support as needed to youth and their families
- 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 youth
- Provide referrals for specialized services in the community
- Work collaboratively with mentors assigned to clients
- Conduct follow-up services to clients
- 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
- Ensure client data entry is complete in CMS database
- Attend and participate in CIWA events
- Other duties as assigned by the Department Manager including requests for additional paid hours on a temporary basis when needed

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
- Demonstrate a high level of administrative and IT capacity

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
- 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 required
- A valid driver's license and reliable vehicle is required

Pre-employment requirement: Successful candidate must clear Police Check including Vulnerable Sector Check

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.