



Internal & External Settlement Outreach Worker



POSITION: Settlement Outreach Worker

DEPARTMENT: Family and Settlement Services

POSITION FUNCTION:

Under the supervision of the Refugee Settlement and Integration Program Manager, the Settlement Outreach Worker provides direct client services and program delivery support for immigrants, refugees, and newcomers. Through integrated services approach, the Settlement Outreach Worker provides one-on-one detailed needs assessment and referrals, information and orientation, group orientation and information, guided pathway support, community connections, client outreach, service bridging, resource development, and delivery assistance to eligible clients. The Settlement Outreach Worker also provides basic employment related information that includes: Application support for applying for a work permit, social insurance number, providing basic information about the labour market, providing employment information to temporary foreign workers, provincial nominees, refugee claimants, international students and naturalized citizens.

QUALIFICATIONS:

- Bachelor's Degree in Social Services, Humanities, or Counselling or a related field, or high school completion and a certificate or diploma or course work in related fields, or a combination of training and experience in an area related to the program.
- Some experience (1-2 yr.) in working in community development, settlement, and/or employment programs; implementing policies and procedures, work with immigrant populations and/or diverse cultural backgrounds, and/or comparable education
- Working knowledge of international student experiences, and empathetic listening and service linking techniques;
- Knowledge of the Canadian legal, political, cultural, labour, educational, and economic systems;
- Knowledge relating to cultural sensitivity and cross-cultural counselling skills
- Ability to speak read and write in fluent English and in an additional language (Spanish and/or Farsi); and ability to use MS Office suite, publishing software, and databases.
- Knowledge in counselling skills, group facilitation skills, advocacy skills and organizational skills
- Knowledge in developing presentations, workshops, and have facilitation skills
- Able to work independently and with a team

OTHER REQUIREMENT:

- Current and satisfactory Criminal Record Check
- Access to and use of a vehicle which has business use insurance coverage

HOURS: 28 hours per week. This position will be based in our Vancouver and Burnaby locations and will require occasional travel to New Westminister.

STARTING PAY: \$22.49 to \$23.86 per hour, depending on qualifications and experience.



A competitive benefits package is provided with contracts of at least 1 year in length which offer a minimum of 17.5 hours of work per week.

TERM: Permant contract dependent on government funding.

RESUMES TO: ATTN: Refugee Settlement and Integration Program
ttang@mosaicbc.org

To be considered for this position, candidates must include a cover letter demonstrating relevant work experience.

Please reference **“Settlement Outreach Worker”** in the subject line of your application and submit via email (PDF format).

DEADLINE: Ongoing until a suitable candidate is found

NOTE: Only those selected for an interview will be contacted. **No telephone calls please.**

Posting Date: December 02, 2019

MOSAIC is committed to promoting equal employment opportunities for all members of the community.