



## Internal & External Manager of Migrant Workers Project



**POSITION:** Manager of Migrant Workers Project

**DEPARTMENT:** Family and Settlement Services

### POSITION FUNCTION:

Under the direct supervision of the Acting Senior Manager of Refugees & Migrant Workers Programs (RMWP), Manager of Migrant Workers Project manages a BC wide pilot project to support migrant workers, collaborates with other settlement and community groups, employers, migrant worker grassroots groups, government and non-government groups, and other stakeholders to support migrant workers. The Manager of Migrant Workers will implement project activities and supervise project staff.

### QUALIFICATIONS:

- Bachelor's Degree in Social Work, Psychology, or other areas in humanities, or equivalent knowledge, skills and experience.
- Several years of experience (3-4 yr.) in working in all aspects of settlement services, community development; some experience (1-2 yr.) in management and implementing organization policies and procedures.
- Good knowledge of settlement services, staff supervision, volunteer management and community development practices and programming (with an emphasis on capacity building and coordination);
- Ability to dialogue individual client and community issues to funders and community partners, as appropriate.
- Excellent program and community development skills, excellent communication skills; excellent organization skills, and strong computer skills
- Experience working with immigrants and refugees from different ethnocultural minority communities
- Highly organized, able to motivate and provide strong leadership to staff and consultants
- Working knowledge of Canada's Temporary Foreign Worker Program, and empathetic listening and service linking techniques;
- Knowledge in counselling skills, group facilitation skills, advocacy skills and organizational skills
- Fluency in a second language and car ownership are considered assets
- Ability to work independently and as part of a team
- Current and satisfactory Criminal Record Check

**HOURS:** 35 hours per week. The worker works in Surrey with outreach to other regions.

**STARTING PAY:** \$26.19 to \$29.48 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:** January 2019 to March 31, 2020 (Pending funding)



**RESUMES TO:** ATTN: **Saleem Spindari**, Acting Senior Manager, Refugees and Migrant Workers Programs at [sspindari@mosaicbc.org](mailto:sspindari@mosaicbc.org)

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

Please reference **“Manager of Migrant Workers Project”** in the subject line of your application and submit via email (WORD / PDF format).

**DEADLINE:** January 2<sup>nd</sup>, 2019 (or until a suitable candidate is hired)

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

**Posting Date:** December 24, 2018

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