



Internal & External Settlement Worker for Migrant Workers



POSITION: Settlement Worker for Migrant Workers

DEPARTMENT: Family and Settlement Services

POSITION FUNCTION:

Under the supervision of the Manager, Settlement Worker provides direct clients service and program delivery support for migrant workers. Through integrated services approach, the Settlement Worker provides one-on-one detailed needs assessment and referrals, one-on-one information and orientation, group information and orientation, community connections, client outreach, service bridging, resource development, and delivery assistance to eligible clients. The Settlement Worker also provides basic information that includes: open work permit applications, employment standards, workers' compensation, taxes and safe workplace conditions.

QUALIFICATIONS:

- A Bachelor's degree in Social Services, Humanities, or Counselling or High School completion and/or equivalent knowledge, skills and life experience.
- Some experience (1-2 yr.) in social service and group facilitation; and experienced in establishing professional boundaries with clients.
- Working knowledge of Canada's Temporary Foreign Worker Program, and empathetic listening and service linking techniques;
- Knowledge of the Canadian legal, political, cultural, labour, educational, and economic systems;
- Knowledge relating to a specific ethnocultural minority community and the community resources that are available for clients.
- Working knowledge of standard office equipment and software applications (word processing and databases).
- Ability to speak read and write in fluent English and in an additional language (Tagalog/Spanish); and basic computer skills.
- Knowledge in counselling skills, group facilitation skills, advocacy skills and organizational skills
- Knowledge in developing and delivering workshops
- Knowledge working with people of diverse backgrounds
- 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: \$21.20 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: 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

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

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

DEADLINE: January 2nd, 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

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

