



Internal/External Employment Counsellor, WorkBC Programs



MOSAIC is seeking a client-centred and results-orientated **Employment Counsellor** who is passionate about empowering clients to reach their employment goals.

POSITION: Employment Counsellor

DEPARTMENT: Employment and Language Programs

POSITION FUNCTION: The **Employment Counsellor** is primarily responsible for creating and maintaining client awareness and navigation, conducting needs and financial assessments to create an action plan for clients, and monitoring and following-up with clients until a successful job attachment outcome is achieved.

QUALIFICATIONS:

- A post-secondary degree, diploma, or certificate in a relevant field (e.g. career or employment development, vocational rehabilitation, social work, psychology, sociology, human services, counselling, education or human resources management) **OR** 2 or more years of demonstrated experience in:
 - Providing customer service and resolving issues both in person and by a virtual service delivery system
 - Working with individuals with complex barriers and a broad range of cultural backgrounds
 - Conducting and interpreting clients' needs assessments
 - Coaching and mentoring clients
 - Building partnerships with community agencies, employers and other stakeholders
- Fluency in Punjabi, Vietnamese or Chinese is preferable.
- Working knowledge of the WorkBC Integrated Case Management tool
- Strong grasp of the WorkBC policies and guidelines,
- Extensive knowledge of existing programs and services, community resources, and local labour market conditions,
- Strong interpersonal, cross-cultural communication skills,
- Proven ability to multitask and meet deadlines,
- Criminal Record Check required.

HOURS: Full time (35 hours/week)

STARTING SALARY: \$43,425 to \$48,867 annually, based on experience



RESUMES TO: Hiring Team - MOSAIC Employment Programs
5575 Boundary Road
Vancouver, BC V5R 2P9
Email: employmentprograms@mosaicbc.org

Please reference “**Your Name – Employment Counsellor WorkBC Programs**” in the subject line of your application and submit via email (Word / PDF format). No telephone calls please. Only those selected for an interview will be contacted.

DEADLINE: Ongoing until a suitable candidate is hired

POSTING DATE: April 17th, 2019

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

