At MOSAIC, we take pride in having a supportive, diverse, and inclusive workplace where employees can trust that their ideas and contributions are valued. We were recognized in the 2019 List of Best Workplaces™ in Canada (100-999 employees) by the Great Place to Work® Institute. With over 40 years of experience, we’re one of the largest settlement organizations in Canada engaging 350 staff and more than 600 volunteers. Our employees benefit from incorporating many diverse perspectives, taking part in training and career growth opportunities. Come join a vibrant organization and make a difference in someone’s life today!

MOSAIC is looking for a self-motivated, outgoing individual with excellent communication skills to fill the role of Job Developer for the Surrey Cloverdale WorkBC Centre location.

**POSITION:** Job Developer

**DEPARTMENT:** Employment and Language Services

**POSITION FUNCTION:** Under the direction of the WorkBC Centre Manager, the Job Developer will initiate and build lasting relationships with local employers, creating work experience opportunities that leads to long-term sustainable employment opportunities for clients. The position will support clients in job search activities to secure work experiences, volunteer positions and paid employment opportunities, as well as provide follow-up support to clients at the workplace. Duties also include making new and maintaining existing job-creation partnerships by marketing services to employers and clients, participating in employment events, facilitating presentations, and identifying trends and opportunities in the labour market.

**QUALIFICATIONS:**

- A post-secondary degree, certificate or diploma 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 demonstrated experience in:
  - Conducting and interpreting client needs assessments
  - Coaching and mentoring clients
  - Working with individuals with complex barriers and a broad range of cultural backgrounds
  - Building partnerships with community agencies, employers and other stakeholders
Empowering newcomers to fully participate in Canadian society

- Providing customer service and resolving issues both in person and through a virtual service delivery system
- Developing and sustaining employer relations to facilitate client placements

- Strong interpersonal, cross-cultural communication skills
- Possessing patience, tact, flexibility and ability to build rapport with clients and employers
- Working knowledge of the WorkBC Integrated Case Management (ICM) system and program policies
- Good working knowledge of existing programs and services, community resources, and local labour market conditions
- Must be able to manage a large caseload while maintaining balance between client services and outcome targets
- Proficient in using standard office equipment, Microsoft Windows operating system and Microsoft Office software such as Word, Excel, Outlook and the Internet
- Knowledge of Customized Employment will be considered an asset
- Current and satisfactory Criminal Record Check required

**HOURS:** Full-time (35 hours/week)

**STARTING PAY:** $43,425 to $46,064 annual salary depending on qualifications and experience
$23.86 to $25.31 hourly rate

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.

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

Please reference “Your Name – Job Developer, Surrey Cloverdale location” 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 found

**POSTING DATE:** January 15, 2020

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