



CANADIAN CENTRE FOR VICTIMS OF TORTURE

July 17, 2017

JOB POSTING (Internal/External) ARABIC SPEAKING SETTLEMENT COUNSELLOR

CONTRACT FULL TIME AUGUST TO MARCH 2018 with possibility for renewal

The Canadian Centre for Victims of Torture is looking for an experienced person to fill the position of Settlement Counselor to work with Arabic speaking survivors of torture. The Settlement Counselor is part of a flexible team who deliver services to torture survivors and their families. This position involves traveling as well as evening and weekend work. Fluent in (written and spoken) Arabic and English is a requirement. Only emailed applications will be considered.

Duties

- Completes intake and assessment of potential clients to determine eligibility for CCVT services
- Provides counseling support as required, makes referrals to appropriate service providers (e.g. legal, medical, housing, immigration, education, employment, etc.)
- Organizes and oversees the functioning of weekly client support group
- Identifies and connects with potential partner organizations
- Provides client services at partner agencies and satellite locations, in addition to CCVT's main office
- Prepares and delivers public education presentation on CCVT activities
- Maintains documentation on client files; updates Service Registry regularly
- Prepares reports on volume and effectiveness of client services, as per CCVT's requirements
- Participates in the preparation of CCVT special events (5-6/year)

SKILLS AND QUALIFICATIONS:

- Bachelor degree in social work or equivalent, or be able to demonstrate working towards it, or minimum 3 years front-line experience in a community-based organization providing information, referrals and orientation sessions.
- Ability to deal effectively with crisis and conflict, and to maintain appropriate boundaries
- Thorough knowledge of community resources available to immigrants and refugees
- Strong supportive counselling skills, with an understanding of solution-focused modalities
- Strong group facilitation skills
- Strong interpersonal and communication skills, both written and verbal in both Arabic and English.
- Knowledge of issues affecting low income, multi-lingual, and racialized newcomer communities
- Problem-solving, organizational and time management skills
- Ability to work independently and as part of an interdisciplinary team

CCVT encourages applications from individuals reflecting the diversity of our community. We thank all applicants for their interest in CCVT. However, only candidates selected for an interview will be contacted. **NO TELEPHONE CALLS**

SALARY RANGE: \$26 per hour with generous benefits

POSTING DATE: July 17, 2017 **CLOSING DATE:** July 30, 2017

If you are interested, please quote Reference #004-2017 and send your resume with a covering letter to:

**The Hiring Committee
C/o Mr. Mulugeta Abai, Executive Director,
194 Jarvis St., and 2nd Floor
Toronto, Ontario M5B 2B7
Email: mabai@ccvt.org**



**United Way
of Greater Toronto**
Without you, there would be no way.

Main 194 Jarvis St, 2nd Fl. Toronto, ON, Canada M5B 2B7 **T:** 416.363.1066 **F:** 416.363.2122 **E:** mabai@ccvt.org **Toll Free:** 1.877.292.2288
Scarborough 2401 Eglinton Ave. E. Unit 310, Scarborough, ON, Canada M1K 2N8 **T:** 416.750.3045 **F:** 416.750.4990 **www.ccvt.org**
The Hub 1527 Victoria Park Avenue 2nd Fl. Toronto, ON, Canada M1L 2T3 **T:** 416.750.9600 **F:** 647.847.2339

Accredited to the International Rehabilitation Council for Torture Victims



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