



Helping Survivors of Torture Since 1977

# CANADIAN CENTRE FOR VICTIMS OF TORTURE

April 10, 2019

## **JOB POSTING (Internal/External) FRENCH SPEAKING SETTLEMENT COUNSELLOR CONTRACT to March 31, 2020 with possibility for renewal**

The Canadian Centre for Victims of Torture is looking for an experienced person to fill the position of French speaking Settlement Counselor. The Settlement Counselor is part of a flexible team who deliver services to torture survivors and their families. This is a bargaining unit position and involves traveling as well as evening and weekend work. Fluent in (written and spoken) French and English 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 provider (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 presentations 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:**

- Post-Secondary Education or Minimum 3 years front-line experience in a community-based organization providing counselling, 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 official languages.
- Knowledge of issues affecting low income, multi-lingual, and racialized communities
- Problem-solving, organizational and time management skills
- Ability to work independently and as part of an interdisciplinary team
- Willingness to travel and provide services throughout the City, and to work evenings and occasional weekends
- Ability to speak and write fluently in French and English is highly required.
- Bachelor degree in social work or equivalent, or be able to demonstrate working towards it



Without you, there would be no way.

**Main Office**  
194 Jarvis Street, 2<sup>nd</sup> Floor  
Toronto, Ontario, Canada M5B 2B7  
TEL. (416) 363-1066  
FAX. (416) 363-2122  
E-mail: [mabai@ccvt.org](mailto:mabai@ccvt.org)  
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**Scarborough Branch**  
2425 Eglinton Avenue E.  
Unit 220  
Scarborough, ON M1K 5G8  
TEL. (416) 750 - 3045  
FAX. (416) 750 - 4990

Charity No.: 133327908 RR0001

**Accredited to the International Rehabilitation Council for Torture Victims**



# CANADIAN CENTRE FOR VICTIMS OF TORTURE

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

**POSTING DATE:** April 10, 2019 - **CLOSING DATE:** April 24, 2019

If you are interested, please quote Reference #002-019 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](mailto:mabai@ccvt.org).**



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