



CANADIAN CENTRE FOR VICTIMS OF TORTURE

JOB POSTING (Internal/External) SPANISH SPEAKING SETTLEMENT COUNSELLOR- Full Time.

The Canadian Centre for Victims of Torture (CCVT) is looking for an experienced person to fill the position of Settlement Counselor. The Settlement Counselor is part of a flexible team who deliver services to torture survivors and their families. This position involves evening and weekend work. Written and Spoken English and Spanish a requirement.

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 and Information and Orientation sessions
- 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
- Prepares documentation on client files ; updates service registry regularly
- Prepares reports on volume and effectiveness of client services, as per CCVT's requirements

Qualifications:

- Post-secondary degree in social work, or health-related field, and/or three years' experience as a settlement counsellor
- Experience working with community organizations, NGOs, or mental health related field
- Knowledge of refugee and immigrant issues
- Experience in group facilitation and public speaking
- Able to work as a team member, independently and with people of diverse social identities
- Excellent report writing and experience with word processing, internet and basic data management programs
- Flexible, as some traveling , evening and weekend work is required

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 PLEASE.

DURATION: (contract to march 31, 2020) with possibility for renewal
SALARY RANGE: \$26 per hour

POSTING DATE: May 29, 2019 Closing, Date: June 14, 2019.

If you are interested, please quote Reference #006-19 and send your resume with a covering letter by email to: The Hiring Committee
c/o Adriana Lilic, Executive Assistant and Office Manager Email: alilic@ccvt.org

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., 3rd Fl., Unit 310, Scarborough, ON, Canada M1K 2N8 T: 416.750.3045 F: 416.750.4990
The Hub 1527 Victoria Park Avenue 2nd Fl., Toronto, ON, Canada M1L 2T3 T: 416.750.9600 F: 416.750.9200
Mississauga Office 130 Dundas St. East, #204, Mississauga, Ontario, Canada L5A 3V8 T:905-277-2288 F:905-277-8083
20 Palace Road Toronto, Ontario, Canada M5A 1G4 T:416-364-3184

Accredited to the International Rehabilitation Council for Torture Victims

WWW.CCVT.ORG Charity No: 133327908 RR0001



United Way
Greater Toronto



Funded by:

Immigration, Refugees
and Citizenship Canada

Financé par:

Immigration, Réfugiés
et Citoyenneté Canada



Ontario



International Rehabilitation
Council for Torture Victims

