



## Job description

**Position title:** Wellness Counsellor, Wellness Centre

**Reporting to:** Manager, Settlement Services

### Position Summary:

The Wellness Counsellor will provide case management support for newcomer and refugee women in our Wellness Centre for Newcomer Women of the East End (Wellness Centre) program. Services will be focused on individuals and families, and delivered primarily through a face-to-face format, through formal appointments and home/community visits, and group programming. Group programming will target youth and women. The Wellness Counsellor will also work closely with our program community partners, facilitate the partnership and service delivery coordination.

## Duties and Responsibilities

- Deliver information sessions on key features of life in Canada, including issues related to financial literacy, parenting and family wellness, and domestic/sexual violence;
- Connect clients to relevant opportunities for developing social connections, such as support groups, cultural and recreational activities, volunteer opportunities and professional networks;
- Support clients to overcome settlement and transition challenges and navigate immigration and family reunification processes through internal service coordination to settlement services;
- Offer emotional support and mentoring, identify signs of emotional distress, and make referrals to clinical/therapeutic counselling or other health services where needed;
- Address interpretation needs and accompany clients to appointments as needed;
- Develop partnerships and coordinate service delivery with other service providers to better meet the needs of vulnerable newcomers;
- Work collaboratively with the internal language, employment and settlement programs to ensure internal service coordination;
- Compile all program data to support funder reporting requirements;

## Qualifications

- A Bachelor's degree or Community College diploma in Work and Career Counseling, Social Work, Translation/Interpretation; or equivalent experience;
- 2-3 years of experience counselling within a government funded employment or settlement program;
- Experience in workshop facilitation and information sessions;
- Experience working with low-income, multi-racial, multi-lingual newcomer/refugee communities;
- Ability to speak a second language is an asset;
- Demonstrated commitment to an inclusive workplace and an anti-oppression framework

This position is open to both internal and external candidates.

To apply, please send a cover letter and resume to:  
[human\\_resources@newcomerwomen.org](mailto:human_resources@newcomerwomen.org)

Applications will be accepted until 5 pm March 30, 2018