

NORTH END COMMUNITY RENEWAL CORPORATION-PATH EMPLOYABILITY CENTRE at 627 Selkirk Avenue, Winnipeg, Manitoba, Canada is looking for a full-time Employment Counsellor/Facilitator. If you are interested please forward a cover letter and resume by email to alex@necrc.org, or by fax to (204) 582-7397. Posting closes Thursday Feb.7/2019

Education/Training/Experience

- Bachelor's degree or college diploma in a related field, such as social services or education.
- Completion of secondary school and several years' experience related to counselling, or in a helping profession, may replace formal education.
- Minimum of 3 to 5 years of experience working in employment/career counselling field.
- Minimum 3 years of experience developing job placements and job internships
- Working in a non-profit organization.

Position requirements include but are not limited to:

- Report to the Employment Development Director and Job Readiness Team Lead
- Experience and desire to work with persons of diverse cultural, economic and educational backgrounds and facing multiple barriers to employability
- Excellent problem-solving skills
- Demonstrate exceptional communication skills, both oral and written, as well as presentation
- Collaborate and communicate effectively and in a timely manner within and across agencies to meet the employability needs and best interests of multi-barriered clients
- Apply employment counselling knowledge in encouraging multi-barriered clients to develop their full potential
- Assess barriers to employment, write employment plans, and assist clients in problem-solving and attaining goals
- Knowledge of, and ability to, teach specific skills such as resume writing, job search and employment readiness
- Strong planning and organizational skills
- Working knowledge of, and ability to access, community resources providing services to low-income and multi-barriered clients
- Ability to develop and maintain effective networks with employers and community agencies
- Efficient in Microsoft Office computer programs, including Word, Excel, PowerPoint, and Outlook
- Knowledge of local labour market and current hiring practices
- Vehicle required for travel to meetings and interviews
- Word processing and database management
- E-mail and networked communication
- Internet research and communication