



NORTH END
COMMUNITY
RENEWAL CORP.

JOB POSTING

Join Our Team: Employment Counsellor at PATH Employability Centre

North End Community Renewal Corporation (NECRC), is a not-for-profit organization dedicated to the revitalization of Winnipeg's North End neighbourhood through a variety of innovative and sustainable social, economic, and cultural initiatives. NECRC values diversity and inclusiveness, especially from the North End community, Indigenous peoples, individuals with relevant lived experience, and members of equity-seeking groups. We encourage you to highlight your connection to these groups in your application as we work to build a team that reflects the community we serve.

JOB TITLE:

Employment Counsellor

DEPARTMENT:

Economic Development

PRIMARY LOCATION:

PATH Employability Centre
627 Selkirk Ave

WORK HOURS:

37.5 Hours per week

JOB SUMMARY

We are looking for an empathetic and skilled Employment Counsellor to join us at our PATH Employability Centre. This full-time role offers a unique opportunity to make a significant impact, providing comprehensive employment counselling, job placement assistance, and career planning services. As part of our Economic Development team, you'll use your expertise to guide participants through career decision-making, skill enhancement, and job search strategies, contributing to their long-term employability and success in the labor market. The successful candidate will be resourceful, resilient and have a good sense of humor, looking for an opportunity to contribute to meaningful change in Winnipeg's North End.

NECRC is happy to provide training for the right applicant.

WE'RE LOOKING FOR

- A compassionate individual with experience in employment/career counselling, a background in adult education, training and development or related experience ideally within a non-profit context.
- Exceptional communication skills, cultural sensitivity, and an understanding of some of the social issues affecting North End community members.
- Ability to maintain a professional, calm demeanor in stressful situations, centering trauma informed approaches to problem solving.
- A proactive, organized team player with strong time management skills who thrives in dynamic environments.
- Ability to work independently to manage client cases proficiently, prioritizing confidentially and efficiently.

KEY RESPONSIBILITIES

- Empower clients, fostering their skill development and self-sufficiency.
- Engage in active case management and contribute to program reporting.
- Work collaboratively within PATH and with community partners to enhance our service impact.

DUTIES

- Conduct one-on-one consultations with clients to assess their skills, interests, and career goals.
- Provide personalized career counseling and guidance to assist clients in developing job search strategies.
- Assist clients with resume writing, interview preparation, and job application techniques.
- Collaborate with employers to identify job opportunities and match clients with suitable positions.
- Develop and deliver training programs on job search techniques, resume writing, and interview skills.
- Stay up-to-date on current labor market trends and industry-specific hiring practices.

APPLICATION PROCESS

Please email your resume and a cover letter explaining why you are the ideal candidate for this role to Talia Syrie at HR@necrc.org. Your cover letter is important for us to understand your unique qualifications; please ensure it is written in your own words. The position will remain open until filled, and we thank all applicants for their interest. Only those selected for further consideration will be contacted.