Orléans-Cumberland Community Resource Centre

CRC

Centre de ressources communautaires Orléans-Cumberland

INTERNAL/EXTERNAL POSTING

The Orléans-Cumberland Community Resource Centre (OCCRC), an organization offering social and community services to residents of Orléans-Cumberland, is seeking a:

Child Program Counsellor (bilingual)
One year contract with possibility of renewal

The OCCRC is located on unseeded Algonquin territory. Its mission is to work with the community to support individuals in their efforts to achieve their full potential with services designed to meet their physical, emotional, social, economic and mental needs. Our values include respect, personal connection, diversity and inclusion, as well as empowerment.

Hourly Wage: $ 29.51 to $ 35.56
Hours: 4 days / week (28 hrs) – January to December
Reporting to: Program Manager
Nature of position: Crisis intervention, counselling and groups/workshops facilitation

Reporting to the Program Manager, the Child Program Counsellor offers short term counseling, crisis intervention, school & community workshops as well as support for drop-in groups for children 7 to 13 years old. The worker also works in defending the rights and interests of children as well as their families.

DUTIES & RESPONSABILITIES

<u>Provide direct services to children (7 - 13 yrs) and their families</u>

- Provide one on one counselling, crisis intervention, assessment, referral and support;
- Develop and facilitate children and parents social and emotional learning (SEL) workshops in schools, in the community, virtually and pre-recorded;
- Develop and facilitate programs for at-risk children;

- Co-develop and co-facilitate youth programming (14-18 yrs) in-person or virtual : Youth Drop-In, workshops, etc.;
- Develope age appropriate programming activities;
- Encourage participants to achieve their goals;
- Act as a resource person and a positive role model;
- Create a positive, supportive environment to address barriers children and families may be experiencing;
- Ensure participants safety during activities;
- Identify trends and needs expressed by children/families;
- Plan, coordinate, cook and offer healthy snacks/meals;
- Develop, strengthen and maintain collaborations or partnerships with community organizations offering child and family services;
- Outreach to at-risk children and families;
- Supervise placement students working in the program;
- Participate in outreach activities or events in the community;
- Egalitarian philosophy and non-judgmental attitude (e.g. gender, culture, race, sexual orientation, religion and other);
- Demonstrate knowledge and understanding on how intersecting identities shape individual's lives and experiences;
- Ability to apply equity and intersectional lens to social problems;
- Promote other Centre programs and services; and
- Perform other related duties.

Involvement in Teamwork

- Promote and participate in developing team effectiveness, cohesiveness and enthusiasm;
- Consult and share the Child and Youth Program team direction and objectives;
- Collaborate closely with Child and Youth Program team.

Administrative Duties

- Actively participate in team meetings, professional development, staff retreat and other Centre activities;
- Attend internal and external committee meetings;
- Maintain attendance records, intervention notes, evaluation forms and incident reports; Ensure all documentation is completed to the OCCRC standards;
- Create social media content and co-manage Instagram and Facebook accounts;
- Ability to work with a database and complete data requirements.

EDUCATION/EXPERIENCE

- Master's degree in Social Work or equivalent degree in a related field;
- Minimum of two (2) years' experience in working with children;
- Experience in facilitating groups;
- Experience in developing and implementing programs;
- Good knowledge of child programs and services;
- Understanding and knowledge of needs and problems faced by children;
- Ethno cultural diversity experience is an asset.

LANGUAGE SKILLS

- Ability to communicate (written and oral) in English and French is essential;
- Communication skills in other languages are an asset.

OTHER REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Excellent communication, interpersonal and organizational skills;
- Good knowledge of Microsoft Word, Excel, PowerPoint & Outlook;
- Ability to work a flexible schedule including evenings and occasional weekends;
- Ability to work in a multi-disciplinary team;
- Ability to take initiative and work both independently and within a team;
- Having a valid CPR and First Aid certification;
- Have a valid driver's license and access to a vehicle.

If you are interested in this position, please send your resume before 8:00 a.m. on Monday, January 25th, 2021 to:

Orléans-Cumberland Community Resource Centre
Selection Committee (Chantal Pomerleau)
Child and Youth Counsellor Position
105-240 boul., Centrum, Orléans, ON K1E 3J4
Fax: 613-830-4196 --- Email: cpomerleau.crcoc.ca

The OCCRC is committed to including equity and diversity in its practice by being responsive to individuals' needs, and deliver equitable

outcomes for all, regardless of their aboriginal status, race, colour, culture, ethnicity, language/linguistic origins, ability, socio-economic class, age, ancestry, nationality, religion or faith, sex, gender (identity & expression), sexuality, sexual orientation, mental or physical condition, family status, residency/migration status in Canada and all other forms of oppression that a person may experience.

The OCCRC is an equal opportunity employer who values the diversity of individuals in our programs and services. If at any stage in the selection process you require special accommodation, please let us know the nature of the required accommodation.

We would like to thank all those who have submitted a job application in advance, but will only those selected for an interview will be contacted.