

Employment Opportunity

Punjabi Community Health Services

<p>Job Title: Short-term Counsellor (Punjabi Speaking)</p> <p>Job Posting #STC-NSP-041/2023-24</p>	<p>Date Posted: February 6, 2024</p>	<p>Reports to: Manager - Newcomer Settlement Programs</p> <p>Position Type: Full Time</p>
	<p>Date Closed: February 18, 2024</p>	

About Organization:

Punjabi Community Health Services (PCHS) is a pioneer community-based not-for-profit, charitable organization. PCHS has been fulfilling the needs of diverse populations for 33 years by providing services in addictions, mental health, geriatric, health promotion, domestic violence, parenting, settlement and services for women, children and youth. PCHS has several research studies to its credit and recognized as an innovative organization for community development and its Integrated Holistic Service Delivery Model. PCHS is accredited. PCHS is a 2SLGBTQ sensitive organization.

About Position:

Short-term Counsellor position is funded by Immigration, Refugees and Citizenship Canada (IRCC.) The primary responsibility of this position will be crisis assessment and provide immediate support to newcomer families and refugees. The scope of this role includes but not limited to providing effective crisis intervention and stabilization to individuals experiencing a mental health crisis, responding to referrals from newcomer settlement staff and providing timely crisis assessment, intervention and assistance in accessing or referring to internal or external community resources.

Short-term Counsellor will also provide consultation, assessment and recommendations to other Settlement Counsellors when there is an emergent mental health concern. Services are provided in accordance with the mission and established protocols of PCHS. The ultimate outcome of the program is to help newcomers become fully engaged in all aspects of Canadian life – social, economic, political and cultural.

Qualifications and skills required:

- Degree or diploma in social work, social services, health services, human services or other related field.
- Evidence of very sound assessment, organizational and prioritization skills with the ability to work well in stressful situations
- Preferred 2 years experience in Crisis intervention
- Understanding and knowledge of diverse communities with emphasis on the newcomers to Canada
- Understanding and knowledge of the mental health issues of immigrants and refugees
- Experience with newcomers and refugees’ mental health will be an asset
- Knowledge of Immigration Contribution Agreement Reporting Environment (iCARE) will be an asset
- Demonstrate verbal and written communication skills and the ability to communicate information to a variety of stakeholders effectively including presentation skills
- Strong interpersonal skills, be able to work independently and within a team

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- Superior time management skills, multitasking skills, and the ability to prioritize tasks with minimal supervision
- Ability to work collaboratively and in partnership with a multidisciplinary team and other agencies in the community
- Excellent working skills in MS Word, Excel, PowerPoint, internet and email
- Familiarity with Cloud technology and SharePoint will be an asset

Requirements:

- Fluency in Punjabi language
- Must possess a valid Ontario Driver's License, have regular access to a reliable vehicle and provide proof of adequate vehicle insurance
- A satisfactory current Vulnerable Sector Screening (Criminal Record Check) report
- Current CPR and First-Aid certification
- Vaccines (COVID-19 and others) are encouraged.

Key Responsibilities:

- Provide support to the newcomers and refugees and their families experiencing crisis
- Developing holistic crisis plans for the clients and their families, to mitigate and manage the immediate risks to their mental health
- Outreach and promotion of services to the target group
- One-on-one crisis support assistance to individuals/families
- Liaise with community support and partners (i.e. mental health service providers,) for client's recovery and reintegration into the society, work with families, crisis intervention/prevention, advocacy, referrals to other services etc.
- Develop and implement best crisis management strategies in partnership with clients
- Maintain documentation
- Other related duties, as assigned

Organizational Responsibilities:

- Actively contribute to the mission, vision and values of PCHS
- Follow the organizational Code of Ethics
- Adhere to the policies and procedures of your program(s) and organization
- Perform the duties outlined in this job description
- Contribute in a positive way to the overall success of the program and organization
- Participate in the establishment of program goals and objectives and set service priorities based on it
- Demonstrate a positive and professional attitude when representing the organization in the community
- Actively encourage the involvement and empowerment of clients/ survivors
- To follow the direction of the Joint Health, Safety & Wellness Committee in compliance with the Occupational Health and Safety Act (OHSA)

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Hours: Full time, 37.5 hours per week
(Evenings and weekends work is required)

Position to commence: April 01, 2024 or earlier

Please submit your resume by **February 18, 2024** to the Hiring Committee at hr@pchs4u.com

Please add **Job Posting #STC-NSP-041/2023-24** to the email subject line and cover letter.

PCHS offers an attractive and rewarding work environment. We appreciate all applicants' interest, but only those under consideration will be contacted for an interview.

PCHS is committed to diversity in its workplaces and welcomes applications from all visible minority groups, women, Aboriginal persons, 2SLGBTQ, persons with disabilities, among other self-identified diverse groups.

We also provide accessible employment practices that comply with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for a disability during any stage of the recruitment process, please notify Human Resources at hr@pchs4u.com