

Employment Opportunity

Job Title: Social Worker-Case Management-Canada Summer Jobs Program	Date Posted: April 30,2026	Reports to: Supervisor
Job Posting # CSJ -CM-004/2026-27	Date Closed: May 8, 2026	Position Type: Full-Time Contract (8 Weeks) 2 FTE-New under the Canada Summer Jobs Program

About Organization:

Punjabi Community Health Services (PCHS) is a pioneer, community-based, not-for-profit charitable organization that has been serving diverse populations for over 35 years. PCHS provides a wide range of culturally responsive services in the areas of addictions, mental health, geriatric care, health promotion, domestic violence, parenting, settlement, and support for women, children, and youth. PCHS is widely recognized for its innovative Integrated Holistic Service Delivery Model and has contributed to several community-based research studies. The organization is fully accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF) International and Imagine Canada, reflecting its commitment to quality and accountability. PCHS is also a 2SLGBTQ-sensitive organization, committed to equity, inclusion, and culturally appropriate care.

About Program:

Canada Summer Jobs (CSJ) is a program under the Youth Employment and Skills Strategy, which aims to provide flexible and holistic services to help all young Canadians develop the skills and gain paid work experience to successfully transition into the labour market.

About Position:

The Social Worker – Case Management role supports a range of community-focused programs and services within the organization. Participants will assist with client intake, assessments, documentation, outreach, and resource development. This position is ideal for students interested in/pursuing social work, community services, mental health, settlement services, or related fields. Assignments may vary depending on organizational needs and may involve supporting health, settlement, family services, or other social service programs.

Qualification, Experience and Skills:

- Must meet eligibility requirements for the Canada Summer Jobs program:
 - Canadian citizen, permanent resident or person to whom refugee protection has been conferred
 - Aged 19-30 years of age
- Interest/education in social work, community services, psychology, public health, or related fields.
- Strong communication and interpersonal skills, with a client centered approach.
- Ability to maintain confidentiality and handle sensitive information professionally.
- Proficiency with Microsoft Office (Word, Excel, PowerPoint).
- Strong organizational and time management skills.
- Experience working with diverse communities is an asset.

- Demonstrate understanding of the concepts of working with vulnerable individuals

Requirements:

- Aged 19-30 years of age
- Canadian citizen, permanent resident or person to whom refugee protection has been conferred
- Required satisfactory current Vulnerable Sector Screening (Criminal Record Check) report
- Current CPR and First-Aid certification- Level C with AED
- Valid Ontario Driver's License with access to a reliable vehicle and provide proof of adequate vehicle insurance, as applicable
- Vaccines (COVID-19 and others) are encouraged

Responsibilities/Leaning Outcomes:

- Assist with client intake, screening, and gathering initial information.
- Support case managers in conducting assessments or completing follow up tasks.
- Support in communication with clients and families to provide information, reminders, or check ins, as applicable.
- Assist with data entry, compiling case notes and maintain accurate documentation.
- Participate in outreach activities to promote programs and engage community members.
- Assist with planning and supporting workshops, events, and community initiatives.
- Help develop program resources such as brochures, handouts, videos, and educational materials.
- Attend internal and external meetings and prepare meeting minutes when required.

Hours: Full-Time - 35 hours per week (Some evenings and weekends work is required)

Salary Range: \$17.60 per hour + 4% vacation pay

Position to commence: May-June 2026

Please submit your resume to the Hiring Committee at hr@pchs4u.com.

Please add Job Posting # CSJ-CM-004/2026-27 the email subject line and cover letter.

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

Equity, Diversity, Inclusion Statement: 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

Use of AI: We use an applicant tracking system (ATS) to organize applications and improve efficiency. Every application is comprehensively reviewed by our recruitment team to ensure a thorough assessment of your experience, skills, and potential. AI is not used to make hiring decisions.

Disclaimer: PCHS only posts jobs on verified platforms and **never** requires candidates to pay fees. To apply safely, please send your resume directly to hr@pchs4u.com. Do not submit personal information through any other website or link.