



## Vocational Counsellor (Posting #20-021)

Are you looking for challenging and rewarding employment? Do you want to make a difference and build connections within your community? If yes, we have an opportunity for you.

The **Chilliwack Society for Community Living (CSCL)** offers more than a job. Located in Chilliwack, BC, in the beautiful Fraser Valley an hour outside of Vancouver, CSCL has been serving the community since 1954 and has grown to employ over 330 people. Our organization serves people with varying abilities, providing supports that enhance quality of life and promote diversity and community inclusion.

CSCL has been growing rapidly. We offer a fulfilling career, a positive work environment, and generous benefits (If you have been employed by a CSSEA employer member, you may be eligible for porting of wage and vacation). Chilliwack offers affordable housing, minimal traffic, and spectacular mountain views.

CSCL values diversity in the work force and strives to maintain an environment of respect, caring & trust. Our organization also values caring and dedicated employees; if this describes you, we welcome your application.

### **Duties & Responsibilities:**

The **Vocational Counsellor** finds vocational opportunities for individuals referred to the program by CLBC. This includes

- Completing a formal intake process for each individual, conducting an assessment of skills and interests, developing Individual Employment Plans, and writing structured Training Plans.
- Delivering pre-employment training specific to individual needs.
- Developing work experience opportunities, supporting job search, job-matching, on the job training and transportation training.

- Monitoring of placements, facilitating a variety of relationships (ie: employer, peer, staff).
- Promoting Job Club and other larger group activities related to Supported Employment.
- Job marketing and networking with community service organizations to promote the Supported Employment Program.
- Daily use of a personal vehicle, which meets CSCL standards for individual transportation. Job location/work sites will be variable.

**Qualifications & Experience:**

- Relevant post-secondary education and experience in supporting individuals with developmental disabilities in community settings.
- Familiarity and experience with current Employment Standards legislation and Labor Market.
- Experience with facilitation of group and individual learning experiences, and with writing task analysis and training plans.
- Experience supporting individuals to find and maintain paid employment.
- Must be skilled at liaising with the business community to source out competitive job opportunities.
- Must be able to work independently, demonstrate excellent written and verbal communication skills, be an active part of a team, present professionally and be self-directed and highly organized.
- Must be able to meet the physical demands of supporting individuals in a wide variety of settings i.e.: lifting, outdoor work, restaurant work, etc.
- Computer skills are essential.
- Pleasant work attitude and strong work ethic.
- Counselling/mediation skills, a diversified employment history, and an understanding of the Supported Employment Philosophy are a definite assets.
- Familiarity in providing supports to persons eligible to receive service through CLBC's Personal Support Initiative (PSI) would be beneficial.
- Preference will be given to applicants who have completed the Supported Employment: Foundations and Application course through Douglas College.

**Shifts/Schedule:**

Monday - Friday 8:30 - 4:30, but must remain flexible to meet client caseload needs.

**Compensation:**

As per Community Social Services Collective Agreement. This position requires Union membership (BCGEU).

Benefits include Extended Health and Dental, as well as mandatory participation in the Municipal Pension Plan, following completion of the probationary period.

**How to Apply:**

Submit a Cover Letter and Resume using the information below

**Email:** [human.resources@cscl.org](mailto:human.resources@cscl.org)

**Fax:** (604) 792-7962

**Please quote posting number 20-021 on the application. Resumes alone will not be considered.**