



## **OUTREACH COUNSELLOR, Temporary position**

Rose of Sharon Services for Young Mothers (RoS) is a charitable organization providing free support and educational services to prenatal and parenting young women under the age of 29 across York Region. Since 1985, we have given young mothers the opportunity to work towards their goals in a supportive, learning-centered environment while parenting their young children. The Outreach Counsellor position reports to the Program Manager and provides trauma-informed counselling support and services to pregnant and parenting women living in central York Region (Aurora, King City, Newmarket, East Gwillimbury).

**JOB OPPORTUNITY: 2 – 3 months with possible extension: 37.5 hours per week, some evenings, and weekends.**

**SALARY & LOCATION: \$40,000/year pro-rated, Newmarket, ON**

### **DUTIES AND RESPONSIBILITIES**

#### **Caseload Management**

- Conduct client intake, assess client needs and provide ongoing support and case management through Rose of Sharon programs & services
- Prepares individualized plan for clients, in accordance with established standards, consistent with assessment and in conjunction with clients, to include goals, objectives, necessary support or referral service. Evaluates client response plan and modifies the plan or recommends changes as circumstances require
- Provide client-centered counselling in the office and/or home visits while focusing on listening, responding empathetically, and engaging in problem solving
- Performs case management and services as client advocate, and liaise with social services, education, employment, or other community organization services. Maintains rapport with local community resources to ensure effective referral options and contacts
- Connect clients with community agencies and volunteers that will support them in achieving goals (i.e. education, health, housing, employment)
- Facilitate and/or assist in the facilitation of women's support group, education programs, workshops, group activities on scheduled topics related to personal and parenting skills
- Work with Rose of Sharon staff to coordinate and connect clients to Rose of Sharon services including food security, parenting and personal development programs, special events and/or the ABC prenatal nutrition program.
- Support and advocate for participants in case conferences with other service providers

#### **Program Development**

- Plan, develop, implement, and facilitate group programs that focus on parenting and personal development such as self-care, healthy relationships, emotional regulation
- Plan new support groups and programs to reach our target audience
- Participate in liaison work with various schools, community agencies and the public to educate them on the services Rose of Sharon provides

#### **Agency Responsibilities**

- Be a part of Rose of Sharon Team Meetings
- Compile monthly and annual statistics on clients and generate monthly and annual reports. Conduct annual client satisfaction survey. Maintain up-to-date files on clients on the computerized database
- Network in the community and represent Rose of Sharon at meetings and community events
- Attends job specific trainings sessions offered within and outside of organization to enhance job skills and knowledge
- Other duties as assigned

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Degree or diploma in Social Work or related field

- At least 3 years' counselling experience in human/social services, experience with women and/or youth is an asset
- Client centered approach and ability to respect confidentiality
- Strong knowledge of evidence-based therapies such as CBT, SFT, Mindfulness & Trauma Informed care to support the mental health needs of vulnerable, young prenatal & parenting youth mothers (14-29 years)
- Sensitivity to issues around teen pregnancy, parenting youth and their children
- Knowledge and experience in life skills training, including parenting, money management and pre/post-natal care is an asset
- Knowledge and experience in any or all the following is an asset: anti-oppression and anti-racism frameworks, trauma, mental health, violence against women, parenting, child development, and pre/post-natal care is an asset
- Knowledge of York Region community resources
- Excellent listening, communication, and facilitation skills
- Client centered approach and ability to respect confidentiality
- Superior interpersonal and communication skills with proven ability to build and maintain positive working relationships and work in a collaborative environment
- Strong organizational skills: able to set priorities, develop a work schedule, monitor progress, work independently
- Personal alignment and commitment to our Rose of Sharon mission
- Able to find balance in high level of professionalism and drive with flexibility, compassion and in alignment with agency values
- Ability to work cooperatively within group settings with a multidisciplinary team
- Adaptable, flexible, and resourceful
- Available to work flexible hours as needed.
- Proficiency in Microsoft Office, Excel, Outlook and database management
- A satisfactory Vulnerable Sector Criminal Records check, valid driver's license, access to a reliable vehicle and relevant insurance and willingness to travel.
- Active CPR and First Aid Certification. Recent 2-step TB test

#### **PERSONAL SUITABILITY**

- Flexible and cooperative approach to working with others. Non-judgmental, positive, and caring attitude with sensitivity to the impact of the social, economic, environmental, and cultural issues of our participants
- Respectful of Rose of Sharon's mission, vision, and values

#### **WORKING CONDITIONS**

- During the COVID-19 pandemic, the job requires the incumbent to work in a hybrid, time at home and time in the office, with work on-site following all health and safety protocols
- The job requires the incumbent to work primarily in the office. The job will require some travel to satellite offices, client residences, community events and meetings

#### **PHYSICAL REQUIREMENT**

- The incumbent may have to do some light lifting of supplies and materials from time to time.

#### **Application Deadline: March 10, 2023**

Please forward resumes and cover letters to: [jkasiri@roseofsharon.com](mailto:jkasiri@roseofsharon.com)- by March 10, 2023.

We thank all applicants for their interest. We will contact only those selected for an interview. For more information about Rose of Sharon, please visit our website at [www.roseofsharon.com](http://www.roseofsharon.com). Applicants are encouraged to provide a valid email address for communication purposes. Applicants who provide an email address may receive their written correspondence with respect to this job posting directly to the email address provided. As an applicant, it is your responsibility to ensure that you check your email regularly to receive this correspondence. **ROSE OF SHARON IS AN EQUAL OPPORTUNITY EMPLOYER.** We encourage people of all races, ethnic origins, religions, abilities, gender identities and sexual orientations to apply. In accordance with Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. If you are an individual with a disability and you need accommodation in applying for this position, please email us at: [j](mailto:jkasiri@roseofsharon.com) and identify the job title in the subject line.