



Job Posting

South Shore Community Service Association
South Shore Work Activity Program

In accordance with Article 21.01 (a) of the Collective Agreement we are posting the following vacancy:
Instructor / Counsellor – Life Skills/Personal Development (Permanent full-time – 40 hours/week)
Wage Rate: (\$17.65 probationary/\$18.95 position)

Looking for an opportunity to make a difference? Join our Team at South Shore Work Activity Program.

South Shore Work Activity Program requires an Instructor / Counselor to deliver and design employment readiness curriculum that will include life skills, healthy living, employability skills as well as support the delivery of other employment readiness curriculum and services for youth and adults navigating barriers that may prevent them from finding and/or maintaining employment.

Position Summary: Primary role is to design/deliver life skills, personal success and employability skills focused curriculum including decision making, problem solving, time management, conflict management, stress management through the provision of regularly scheduled workshops/classes. The role also supports participants in the development of soft and specific employability/employment readiness skills; assists with delivery of other work exposure options and services curriculum as needed including janitorial and food services programming and customer service. Provides case management support and electronic/paper file management including personal counselling to address barriers to employment.

Qualifications: Post-secondary education and training in the human services field such as Certified Life Skills Coach, Certificate or Diploma in Adult Education and / or more than two years demonstrated experience working with groups facilitating life / personal development workshops and employability skills materials along with curriculum research and development. Demonstrated teaching or training skills and familiarity with the employer community would also be assets. Excellent verbal and written communication and interpersonal skills are necessary along with a high degree of comfort with independent decision-making. Candidates should be comfortable facilitating and hosting group conversation around curriculum and with using a variety of tools and techniques including multi-media to successfully work with individuals that may have a history of low engagement and motivation.

Standard organizational requirements including: clear criminal record/vulnerable sector check, clear driver's abstract, proof of First Aid/CPR certification, proof of education credentials, eligibility for a Class 4 driver's license.

Work Environment: exposure to computer video display terminals, fluorescent lighting, cleaning products, cooking equipment, photocopier toner, potential long periods of standing and movement followed by periods of desk and tablework during instruction. Lifting and carrying supplies up to 20 kgs. Able to travel within Lunenburg and Queens Counties.

This position offers a cost shared group insurance plan, employer matched group RRSP, annual vacation and sick leave allowances.

Please submit a current résumé and cover letter by Friday, June 14, 2019 at 2:00 pm to:

Joanne DeLong, Financial/Human Resources Coordinator, PO Box 560, Chester NS B0J 1J0
(902) 275-2567 (fax) email: jdelong@bonnyleafarm.ca

Please note that only those applicants selected for an interview will be contacted.

Anticipated Start Date July 2019

Posted: Thursday, May 30, 2019