

## **Multicultural Settlement Worker – Spanish speaking**

### **Internal/External Job Posting Part- Time**

Marpole Neighbourhood House (MNH) is looking for an experienced and trauma-informed Spanish speaking Multicultural Settlement Counsellor. This is a frontline; part-time position that will focus on supporting newcomers to Canada. This includes outreach and connection, hosting social group programs, supporting volunteer programs, arranging employment and/or academic support services, providing drop-in community connection programs, hosting special events and workshops, as well as one-on-one support. This position is the first of its kind at MNH and will require supporting the implementation of new systems and program delivery with the overall intention of providing a full range of settlement, adaptation, service support, resources, and referrals to promote self-advocacy and full participation for newcomers in Canadian Society.

#### **Duties and Responsibilities:**

- Identify clients' settlement needs and goals to create settlement plans, case manage and ongoingly assess newcomer clients.
- Provide group social programming for newcomers to ensure they have a safe space to be connected to Marpole, build friendships, and seek resources/referrals for mental health, employment, physical health and/or recreation as needed.
- Plan, organize, facilitate group volunteer and social-emotional engagement opportunities.
- Outreach and recruit for programs via presentations, community events, and meetings with service providers.
- Prepare and create event and program flyers, posters, and brochures.
- Connect newcomer to community organizations and service agencies.
- Collaborate and network with groups, employment supports, language training services, agencies, schools and government departments and other stakeholders currently working with immigrant communities to discuss issues and trends, co-facilitate programs, and develop new initiatives to meet clients needs.
- Evaluate and keep records of client profiles and key statistics including input into government required database system, including intake forms, narrative, and statistical reports.
- Apply for grants to enhance settlement programs.
- Support the development of newcomers in the Canadian multi-cultural context.
- Maintain information and support resources.
- Adheres to confidentiality and privacy policies.
- Promote MNH and other ANHBC programs and services.
- Provide support to Neighbourhood House sponsored events and activities.
- Attend staff meetings/retreats/ training.

**Qualifications:**

- Post secondary education in social work, community support, multicultural work, or related field in combination with experience in the field.
- Minimum 1 year experience working with refugees & vulnerable newcomers in a multicultural environment, especially with the Spanish community.
- Oral and written proficiency in English and Spanish.
- Work and/or lived experience with newcomer/immigrant/refugee vulnerable clients facing multiple barriers.
- Demonstrated understanding of the immigration process and issues affecting immigrants and refugees.
- Demonstrated understanding of intercultural knowledge and BIPOC awareness.
- Demonstrated ability to work in a multicultural team environment and independently.
- Knowledge of group social programming and ability to facilitate programs that encompasses building peer-to-peer connections, group volunteering.
- Knowledge of basic counselling skills and crisis intervention skills.
- Knowledge of employment skills and ability to provide employment support services.
- Excellent organizational, leadership, communication, and community development skills.
- Experience facilitating groups and designing workshops.
- Successful criminal record search
- Training in Nobody's Perfect, Mother Goose, My Tween & Me and other family resource programs an asset.
- Demonstrated report writing and administrative tracking.
- Computer proficiency.

Compensation: \$22.90-25.38 per hour - 25 hours per week + benefits after probation

Closing date: open till filled

Start date: July 2, 2024

Please send cover letter and resume by email with subject heading Spanish Settlement Worker to:

Nilda Borrino, Executive Director [Nilda.borrino@marpolenh.org](mailto:Nilda.borrino@marpolenh.org)

Only short-listed candidates will be contacted for an interview. No phone calls please. ANHBC is an equal opportunity employer.

*Marpole Neighbourhood House is located on the unceded, occupied, ancestral and traditional homelands of the x̣ʷməθkʷəj̣əm (Musqueam), Skwxwú7mesh (Squamish) and Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) Nations.*