



Frog Hollow

NEIGHBOURHOOD HOUSE | SINCE 1968

www.froghollow.bc.ca

2131 Renfrew Street
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Youth Employment Counsellor

Frog Hollow Neighbourhood House & ANHBC

Frog Hollow Neighbourhood House is a volunteer-driven, community-service organization. Our mission is to make neighbourhoods better places to live. Our goal is to enable people to enhance their lives and strengthen their communities. Our challenge is to work with communities to develop innovative programs and services that meet the changing needs of a diverse population.

The Association of Neighbourhood Houses of BC (ANHBC) builds healthy and engaged neighbourhoods by connecting people and strengthening their capacity to create change.

ANHBC is the legal entity and umbrella organization made up of eight neighbourhood houses, an outdoor camp and central services. We operate more than 300 community-based programs and services for a diversity of participants. At ANHBC, we are committed to Reconciliation, Decolonization and Anti-racism. Together with community, we build strong and supportive relationships at welcoming and inclusive sites throughout Metro Vancouver. To learn more about ANHBC, visit www.anhbc.org.

About the Position

The *Youth Employment Counsellor* collaborates with a high-energy, client-focused team to deliver exceptional youth employment services in Northeast Vancouver. Working out of Drive Youth Employment Services (2106 Commercial Drive), a satellite program of Frog Hollow Neighbourhood House (<http://www.froghollow.bc.ca/>), the Youth Employment Counsellor supports youth aged 16-30 to achieve employment goals under the WorkBC Employment Services model. This is a permanent position with the possibility of some flexibility in hours, with excellent benefits.

Hours: 32-35 hours/week, Monday-Friday

Salary: \$25.99-\$28.80 per hour ANHBC Band P6

Duties and Responsibilities

- Provide 1:1 strengths-based Employment Counselling services to youth aged 16-30 including needs assessments, workshops, and program referrals
- Understand and implement policies and procedures of the WorkBC Employment Services model, including administering financial supports
- Maintain accurate and consistent files in the Integrated Case Management (ICM) system per program standards
- Meet service targets as per the Employment Services model
- Negotiate and manage client self-employment and training agreements
- Maintain up to date knowledge of community resources and employment programs for youth
- Identify clients who may need crisis services and facilitate referrals
- Maintain an excellent working knowledge of local labour market trends and community resources for youth job seekers
- Participate in departmental and all-staff meetings, team meetings and case conferencing
- Collaborate with lead organization and other partners to deliver a seamless service experience for clients

Creating Our Community Together



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- Facilitate group workshops in the community as required, on employment related topics
- Other duties as assigned by supervisor

Qualifications

- Post-secondary degree or diploma in child and youth care, social work, employment counselling, or related field
- Minimum 2 years of experience working with multi-barriered youth ages 16-30
- Employment counselling experience, ideally with multi-barriered youth ages 16-30
- Lived experience will be taken into consideration
- Strengths based case-management style
- Experience with the Integrated Case Management (ICM) system and WorkBC an asset
- Commitment to ongoing training surrounding the Employment Services model including strong ability to adapt
- Excellent organizational and time management skills, including ability to manage high caseloads
- Excellent administrative skills including database management
- Knowledge of local youth services/community resources

How to Apply: All qualified individuals who share our values are encouraged to submit a resume and cover in one pdf until the position is filled to Rosie Forth, Coordinator rosie@froghollow.bc.ca. Applications will be accepted on a rolling basis until the position is filled. Only short-listed candidates will be contacted.

The Association of Neighbourhood Houses of BC is an equal opportunity employer. Our work is centered on inclusion and equity, to build social connection and to break down discrimination through community building. We strongly encourage applications from people who identify as Black, Indigenous, and People of Colour (BIPOC), individuals with disabilities, and members of the LGBTQIA2S+ communities.

We acknowledge that our houses, camp and central services office are situated on the stolen, traditional, ancestral and unceded territories of the Coast Salish people including the Musqueam, Squamish, Semiahmoo, Kwantlen, Tsleil-Waututh, Kwikwetlem, Tsawwassen and Sto:lo Nations.



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