



## **PART TIME EMPLOYMENT OPPORTUNITY PROGRAM OUTREACH WORKER in South Burnaby**

**What:** Support and Outreach for our program for Refugee Women and their children

**Where:** South Burnaby

**How long:** This a 12 week pilot program. The Support Worker will work 20 hours a week for 12 weeks.

### **RESPONSIBILITIES**

- Reaching out to refugee women to encourage participation in the program.
- Maintaining contact with other community workers/ organizations.
- Providing information about the program to other community groups.
- Provide facilitator with assistance booking speakers and field trips.
- Maintain relevant statistics, forms, and files
- Participate in Information Sessions, workshops, professional development, and team meetings as needed
- Maintain and share information on other programs/services for refugee women
- Provide linguistic and cultural interpretation as required
- Be a role model for successful integration

### **MANDATORY QUALIFICATIONS**

- Relevant post-secondary education or equivalent experience
- Knowledge of refugees issues
- Understanding of trauma informed practice
- Fluency in English (written and spoken) with a second language preferred
- Knowledge of community, settlement and mental health resources and services
- Demonstrated ability to work sensitively among cultures

### **OTHER DESIRED QUALIFICATIONS**

- Demonstrated ability to work independently and to be flexible
- Lived experience of the settlement process, with a second language preferred
- Demonstrated ability to work with a team and manage time efficiently

Please send resume and cover letter outlining relevant experience to:

Pacific Immigrant Resources Society

1874 Kingsway, Vancouver, BC V5N 2S7

Fax to 604-298-5888 | email to: aWilbur@pirs.bc.ca

**DEADLINE FOR APPLICATIONS: February 12th, 2016**

**We thank everyone for their interest. Only those short-listed will be contacted**

