



Settlement Worker (Language Specific – Arabic) – 35 hours per week regular full-time position. This is a hybrid position, including regular on-site work as well as some work from home options. This is a unionized position with the BCGEU.

Classification: Settlement Worker
Grid Level JJEP Wage Grid Level 12

Job Summary:

Kiwassa Neighbourhood House is a multi-service community agency operating in East Vancouver, with a mission to cultivate opportunities with people and partners to build a socially just, resilient, and connected community. We are seeking a part-time Settlement Worker to join our team, particularly to strengthen the settlement and integration process of newcomers who speak Arabic.

A bit about you: You see the importance and strength of newcomers in our communities, and their role in contributing to the health and vitality of Canadian society. Your experience demonstrates a strong personal and professional understanding of settlement and integration process, and bring an anti-oppression and social justice lens to your work. Candidates should be excited about an opportunity to provide day-to-day support and services for new immigrants and refugees through Kiwassa's Settlement Program. This is an opportunity to help newcomers build their futures and strengthen relationship-building with other settlement services agencies and community programs across the region.

Duties and Responsibilities:

- Initiates community outreach and engagement strategies to share and promote program services for newcomers.
- Develops personal action plans, monitors client's progress, and provides follow-up planning and support.
- Collaborates and builds relationships with other community agencies and settlement service providers.
- Maintains program and client files and complies with all privacy legislation and all relevant regulations.
- Provides translation and interpretation services to clients and assistance in filling out forms.
- Provides information, referrals, and accompaniment services for participating clients to other programs and services at Kiwassa, in the community and at government offices.
- Carries a short-term case load providing supportive settlement adaptation counselling.
- Evaluates the effectiveness of counselling plans, reports clients' progress, and discusses case management and related concerns with the supervisor and other professionals when needed.
- Maintain current inventory of resources for newcomers.
- Stay up-to-date on trends in settlement policy and practice.

Qualifications:

- Two (2) years' of work experience providing community-based settlement services.
- Two (2) years' of relevant post-secondary training in a social service field. Second language is a requirement.
- Fluency in English AND Arabic.
- Experience with iCARE, IRCC requirements and BCSIS reporting system would be an asset.

Reporting Relationships This position reports to the Settlement Coordinator.

Remuneration

The wage rate for this position is set at **JJEP Wage Grid Level 12 with a starting rate of \$28.32.**

Interested applicants are requested to submit a resume before Friday August 23, 2023 at 2:00 pm to careers@kiwassa.ca RE: Settlement Worker - Arabic. This is a unionized position covered by a Collective Agreement with the BCGEU.

This position requires union membership and is open to all applicants.

We believe diversity drives collaboration, innovation and better solutions.
We celebrate cultural diversity and multiple approaches and points of view and are actively working to ensure our team reflects the communities we serve.

We thank all applicants for their interest. However, only short-listed applicants will be contacted.

Kiwassa grows a welcoming and inclusive community in the vibrant Hastings-Sunrise and Grandview-Woodlands neighbourhoods of East Vancouver, located on the traditional, unceded and occupied territories of the Skwxwú7mesh (Squamish), Səl̓ílwətaʔ/Selilwitulh (Tsleil-Waututh), and xʷməθkʷəy̍əm (Musqueam) Nations.

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