



Custom Fit Inclusion & Employment Services

521 Vernon Street
Nelson BC V1L 4E9

www.nelsoncares.ca

February 5, 2019

Job Posting #: CFIT 1-2019

Nelson CARES Society
CUSTOM FIT INCLUSION & EMPLOYMENT PROGRAM
INTERNAL & EXTERNAL JOB POSTING
POSITION: VOCATIONAL COUNSELLOR (FULL TIME POSITION)

The Vocational Counsellor secures jobs for people with developmental disabilities and provides client and administrative support within the Custom Fit Inclusion & Employment (CFIT) program. This position reports to the CFIT Manager.

This position is responsible for:

- liaising with the business community to source job opportunities by promoting the benefits of inclusive hiring practices, identifying employment leads and developing customized job placements.
- assessing skills and preferences of job seekers and matching these skills with specific job qualifications.
- providing job coaching, conducting task analysis and adapting to various learning styles.
- providing various supports to people with developmental disabilities including: community access, life skills, education, health and social activities.

The Vocational Counsellor works collaboratively with the business community, families, service providers and co-workers. The successful candidate must be able to work a flexible schedule including evenings and weekends.

Education and Skills Required:

- Minimum two years related post-secondary education or equivalent training and experience working in the human services and/or employment field, augmented with training in supported and customized employment.
- Experience in marketing and developing business proposals is an asset.
- Training in positive behavioral communication supports and person-centered planning is preferred.
- Excellent communication and negotiation skills both oral and written.
- Strong organizational and computer skills.
- Ability to work independently and collaboratively within a team setting.
- Valid B.C. driver's license and insured vehicle
- Satisfactory Driver's Abstract and Claims History
- Emergency First Aid and CPR level C
- Satisfactory Criminal Records Search

Position Start date : April 1, 2019
Hours : 32-34 hours per week
Days of Work : Monday – Friday (evenings and/or weekends as required)
Compensation : \$20.80 – \$24.20 per hour plus benefits
Application Deadline : **February 26, 2019 at 4:00 p.m.**

Applications should include cover letter, resume and three references. Please e-mail applications to:

Custom Fit Inclusion & Employment (Nelson CARES Society)
Attention: Zhenia Salikin, CFIT Manager
Suite 106 518 Lake Street, Nelson, BC, V1L 4C6
250-352-6011 ext. 5270
Email: zhenia@nelsoncares.ca

Nelson CARES Society is an equal opportunity employer. All internal candidates whose qualifications and experience for the position are equal to or greater than outside candidates will be awarded an interview. All internal candidates will be contacted as to the status of their applications. Only short-listed external candidates will be contacted.