



Counsellor/Navigator

Job Brief

We are searching for a skilled counsellor to help provide direction and support to our clients, which includes families and individuals dealing with eating disorders.

Excellent verbal and written communication skills are essential, along with the ability to coordinate with support networks, government resources, and community resources.

To be successful in this role you should have great facilitation skills, and be able to work individually and as part of a team.

Responsibilities

- Maintain confidentiality of records relating to clients & families
- Regular follow up as appropriate with clients and families
- Act as client & family advocate by discussing available services
- Gather information about community resources
- Facilitate workshops and programs
- Measure outcomes from workshops and programs
- Help build positive relationships within the team and external partners
- Follow new developments in the field by reading professional literature, attending trainings, and establishing and maintaining contact with other agencies
- Support growth and program development
- Development and implementation of a peer support program

Requirements

- Master's degree in psychology, social work, or counseling
- Must be a member of the Canadian Counselling and Psychotherapy Association (C.C.P.A.), or equivalent; and have completed the Canadian Certified Counselling (C.C.C.) program
- Previous experience in a similar role would be asset
- Knowledge of Microsoft Office (Word, Excel, PowerPoint) and familiarity with the internet and email communications
- An ability to establish and maintain effective working relationships with mentally or emotionally challenged persons and their families is a must
- Ability to identify and then evaluate possible solutions for our clients
- Aptitude to empathize with clients & families and help them open up
- Strong facilitation skills
- Excellent time-management, communication and organizational skills

Details

- Permanent Full Time: 4 days per week, 28 hours weekly
- Hours: Day and evening work required
- Compensation: Hourly rate, range to be discussed
- In office position

Please forward resumes to cathy@edfnl.ca