

JOIN OUR TEAM... CHANGE YOUR LIFE!

INTAKE COUNSELLOR

FULL-TIME CONTRACT (9 MONTHS)

We are currently seeking a qualified individual for the fulltime contract position of Intake Counsellor. Intake Services offers initial screening, assessment and referrals through individual and group services.

Qualifications:

- Bachelor level degree in a social science or equivalent with a minimum of two (2) years of experience
- Registration with the Ontario College of Social Workers and Social Service Workers
- Ability to screen for violence against women, male sexual abuse, substance abuse and mental health
- Training in crisis intervention
- Comfort in working with diverse populations
- Awareness of community services and resources
- Experience with data entry and an ability to utilize various client databases
- Strong administrative skills, including file management and word processing
- Demonstrated organization and time management skills
- Good verbal communication skills



ABOUT Thunder Bay Counselling

Thunder Bay Counselling provides counselling, education and support services to help people make positive changes in their lives. Our clients are from diverse backgrounds and cultures. They are men, women, children, youth, seniors, couples, families, employees and employers.

Thunder Bay Counselling offers a competitive compensation package with excellent benefits.

APPLICATION DEADLINE:

**Tuesday March, 19th 2019
4:30 p.m.**

Qualified applicants are invited to submit their electronic applications, including covering letter and resumes to:

**Allane Danchuk,
Director of Business & Finance
careers@tbaycounselling.com**

Thunder Bay Counselling is an equal opportunity employer. Applications are welcomed from visible minority groups, Indigenous persons, members of sexual minority groups, persons with disabilities and others who may contribute to the further diversification of ideas. Accommodations are available upon request at any stage in the selection process.

Only those granted an interview will be contacted.

