

### **Project description:**

The IVIRTIVIK Center offers group employment services to Inuit 18 and older living in the metropolitan region of Montreal who are either looking for work or planning to return to school. The program is specifically adapted to the Inuit culture, needs, learning styles, interests, and values. Building culturally adapted connections with community partners, Inuit and non-Inuit companies and NGOs is a priority within Ivirtivik.

The employment counsellor's role is to support the participants during the program in order to acquire the skills they need to find and maintain gainful employment.

Due to COVID-19 the employment counsellor's must adhere to strict sanitary regulations in force at the Centre.

### **Mandate:**

- Ensure the workshops are pertinent and adapted to the Inuit culture, language, values and style of learning;
- Involve the participants in the weekly activities;
- Help the participants maintain their motivation throughout the 6 months' program;
- Create culturally adapted workshops related to the job market as needed;
- Individual follow up and counselling;
- General office tasks;
- Assist during activities for the participants that take place outside the Centre;
- Accompany the participants during active job search.

### **Desired Characteristics**

The ideal candidate must be able to animate workshops with a group of 8 to 15 participants, have experience in job counseling, be creative, dynamic and have good interpersonal skills. The position requires the ability to adapt quickly to situations within the Centre, flexibility, an understanding and appreciation of the culture, history and language and must be fluent in both French and English. Knowledge of Inuktitut is an asset as well as experience in Nunavut or Nunavik.

### **Training required**

The candidate must have an undergraduate degree in a related field.

**Place of work:** IVIRTIVIK Center, Verdun, Montreal

**Number of hours per week:** 35 hours/ week

Salary and conditions according to scale. Excellent working conditions: 3% pension plan, 50% employer-paid group insurance, ...

Interested candidates must apply by sending a letter of interest and CV to [llenen@psjeunesse.org](mailto:llenen@psjeunesse.org), and [csescu@ivirtivik.org](mailto:csescu@ivirtivik.org) before June 22 2022

**Job start date:** July 2022

Only candidates selected for an interview will be contacted.