



Stó:lō Aboriginal Skills & Employment Training

Bldg #5A – 7201 Vedder Road, Chilliwack, B.C. Canada V2R 4G5
Tel: (604) 858-3691 or toll-free 1-888-845-4455 Fax: (604) 858-3528
E-mail: info@saset.ca

January 17, 2022

SASET EMPLOYMENT COUNSELOR **(EXTERNAL)**

Stó:lō Nation requires the services of a qualified Employment Counselor to fill a vacancy with the **Stó:lō Aboriginal Skills & Employment Training (SASET) Department**. Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal ancestry. Please self-identify on your cover letter or resume.

The SASET Employment Counselor will: a) provide professional, courteous, confidential employment counseling services; b) promote programs and initiatives supported by the Indigenous Skills & Employment Training (ISET) funding agreement; c) facilitate related client employment assessments d) facilitate employment skills workshops and e) maintain well documented hard copy and data based client file records.

The successful candidate will work out of the Central (Chilliwack) office and provide outreach employment services at designated locations within the SASET catchment area.

QUALIFICATIONS/REQUIREMENTS:

- Career Development Practitioner Certification, other employment/client assessments,
- Willingness to expand their skills set if required by SASET funded professional development.
- Ability to work in First Nation communities and other SASET outreach locations providing client employment/training skills development. Respectful skills level in working with multi-barriered clients.
- Knowledge of the Labour Market and referral agencies to assist clients in their continuum to meaningful employment.
- Strong computer skills: MS Word, MS Excel, data base and organizational and multi-tasking abilities.
- Ability to maintain: a healthy courteous working relationship with staff, community staff, members, and representatives of other organizations; adhere to the confidentiality guidelines of all records, materials and communications concerning clients, staff, SASET and Stó:lō Service Agency/Nation.
- **Successful candidates will be required to provide the following if screened in for an interview:**
 - Must possess and maintain a valid Class 5 BC Drivers' License
 - Must successfully pass the required pre-employment RCMP Criminal records Check.
 - Must have full COVID vaccination and willingness to adhere to COVID policies and protocols.

SALARY RANGE:

Based on qualifications and experience.

TYPE OF POSITION:

Full-time with benefits, subject to 3-month probationary period, successful annual performance evaluations and continued funding.

APPLICATIONS DEADLINE:

4:00 pm February 20th, 2022

Candidates will be screened according to the qualifications/requirements. Interested candidates are required to submit a resume and covering letter. Please include position title on subject line. Send to:

Stó:lō Aboriginal Skills & Employment Training

Attention: Director Anna Celesta

Bldg. #5A 7201 Vedder Road

Chilliwack, BC V2R 4G5

Email: anna.celesta@saset.ca

For more information about this and other employment opportunities, visit www.stolonation.bc.ca, www.saset.ca or "friend" us on facebook at SASET EAS

We regret that we will only respond to those applicants chosen for an interview. We thank all applicants for their interest.