

SETTLEMENT AND EDUCATION PARTNERSHIP IN YORK REGION (SEPYR)

JOB POSTING

Arabic -speaking School Settlement Worker (Full-time)

Applications are invited for the position of **Arabic-speaking School Settlement Worker** for the Settlement and Education Partnership in York Region (SEPYR), a partnership between Catholic Community Services of York Region, the York Region District School Board, the York Catholic District School Board, and Citizenship and Immigration Canada. This program is administered by **Catholic Community Services of York Region**. The position reports to the SEPYR Program Coordinator.

Duties and Responsibilities:

1. Provides direct settlement services for newcomer students and their families, including information, referrals, interpretation, translation, advocacy, access to services, guidance, support, and adjustment counselling.
2. Plans and organizes newcomer orientation, group information sessions and other settlement-related activities in collaboration with school staff.
3. Encourages and supports newcomer students and their families in their involvement and participation in school activities.
4. Organizes and facilitates groups for newcomer students and their families
5. Provides settlement services to newcomer families at the School boards' Reception Centres.
6. Assesses settlement needs of newcomer students and their families and links them with community resources.
7. Collaborates with school principals, guidance counsellors and teachers to integrate newcomer students and their families into the school system.
8. Undertakes service bridging and outreach activities to schools and service provider agencies in the region.
9. Prepares and submits statistics, records and reports.
10. Attends and participates in agency staff and team meetings, planning and training sessions.
11. Performs related duties as requested by the Program Coordinator.

Qualifications:

- BSW or BSSW or a university degree or college diploma in social sciences
- At least three years experience in social work or settlement services or youth work
- Ability to write and speak fluently in Arabic and English. The ability to speak an additional language will be an asset.
- Knowledge of community resources in York Region.
- Computer proficiency
- Good interpersonal, presentation, negotiation and organizational skills
- Ability to work within the school systems with diverse staff and clientele.
- Possession of a valid driving license and a car are definite assets.

Interested individuals are requested to submit a covering letter with a resume on or before **Wednesday, June 18, 2008** to:

The Hiring Committee
Catholic Community Services of York Region
21 Dunlop Street
Richmond Hill, Ontario L4C 2M6
Fax. No. (905) 770 7064
Email: ccsyrr@ccsyrr.org

Website: www.ccsyr.org

We thank all applicants; however, only candidates selected for interviews will be contacted.