

INTERNAL AND EXTERNAL JOB POSTING

Wellness Coordinator, Family Children and Specialized Settlement Services

The purpose of this role is to promote mental health and wellness of newcomers/refugees during their first years of settlement, particularly of the LGBTQ+ community, by applying a holistic, trauma informed and collaborative approach, to prevent the onset of mental health problems and to support those experiencing mental health problems. Reporting to the Supervisor and Manager of Family, Children and Specialized Settlement Programs this role is responsible for:

- Developing and implementing strategies of coordination with ISANS programs to keep update trends related to mental health and wellness needs among clients.
- Working in collaboration with the Rainbow Refugee Association of Nova Scotia to deliver programming to newcomer LGBTQ+ communities.
- Delivering early mental health wellness support group-sessions by designing, facilitating and coordinating with co-facilitators and complementary therapists.
- Designing and delivering targeted programs for clients, according to the identified trends and needs and in collaboration with mental health care practitioners.
- Providing orientation to new arrivals about mental health, settlement and access to community services.
- Empowering clients to better understand mental health and wellness and to access mental health and wellness services.
- Providing short-term solutions focused individual para counseling to support those individuals that require additional support and to support clients to access and navigate mental health services when required.
- Participating in educational opportunities to strengthen ISANS staff capacity to understand and to support client's mental wellbeing and to offer opportunities of consultation.
- Participating in committees and/or working groups to enhance community capacity to support immigrants/refugees' mental health and wellbeing.
- Developing resources for newcomers on mental health and wellness.
- Monitoring and being accountable for program expenses / budget in consultation with supervisor and Manager.

General responsibilities:

- Providing information as required for internal/external reports and proposals.
- Reviewing and adhering to ISANS workplace policies and procedures
- Recording all relevant client information on databases in a consistent and timely manner as appropriate to the position
- Participating fully in regular staff meetings, team meetings, training and development and ISANS events
- Performing other duties as required.

The ideal candidate for this position will have the following:

Education:

- Bachelor's degree in social work/health related or
- Equivalent combination of education and experience will be accepted.
- Mental health and addiction education and experience will be an asset.
- Community development education and experience will be an asset.

Experience:

- 2 years experience in a similar position
- Experience working in a cross-cultural environment; experience delivering direct service to immigrants preferred.
- Experience developing, implementing, and evaluating programs or projects.

- Experience with networking and outreach
- Experience in group facilitation
- Experience delivering presentations.

Knowledge:

- Knowledge of local activities, programs and community organizations that serve the newcomer population.
- Knowledge of mental health and addiction programs and services

Skills:

- Strong written and verbal English communication skills
- Ability to work independently and as part of a team.
- Strong time management and organization skills
- Proficient with MS Office applications
- Additional languages an asset

ISANS Core Competencies**Cultural Competency; Equity, Diversity & Inclusion**

- Embracing the value that different perspectives and cultures bring to an organization

Collaboration

- Working collaboratively with others across the organization to achieve shared objectives

Continuous Learning

- Continually seeking new knowledge and skills, as well as developing existing capabilities

Innovative Thinking

- Introducing new ways of looking at problems and developing useful ideas that are new, better, or unique

Accountability

- Holding self and others responsible and accountable to being transparent and principled in our approach and to meeting commitments

Respect

- Actively encouraging an environment of fairness, honesty and integrity for all

Terms of Employment:

- Fixed-term contract
- Full-time, 35 hours per week
- Hybrid work environment: work location will be determined by operational requirements, prioritizing ISANS mission and clients to determine the right balance of in-person and virtual work.

Commencement Date: ASAP

Closing Date: Tuesday February 11, 2025

To apply: E-mail your resume and cover letter merged into one document to careers@isans.ca, stating in subject line the position you are applying for.

ISANS is dedicated to inclusiveness, equity and accessibility. We are seeking talented individuals to join our team and welcome applications from all diverse groups. We encourage applicants to self-identify in their cover letter and request any accommodation required to support them during the recruitment process.

Only those eligible to work in Canada will be considered for this position.

**We wish to thank all applicants for their interest and effort in applying for this position.
However, only candidates selected for interviews will be contacted.**