



CANADIAN CENTRE FOR VICTIMS OF TORTURE

Job Posting - Full Time

Settlement Counselor, Spanish speaking

The Canadian Centre for Victims of Torture (CCVT) seeks an experienced person for this position providing culturally appropriate services and counselling to clients at various stages of the settlement process. Working from an anti-oppressive framework, the position is part of a flexible team of professionals who deliver services to torture survivors and their families including children and youth.

Specific responsibilities include:

- Provide intake and assessment to new clients, including advocacy, information and referral, supportive counseling, translation and interpretation, including Summer and Winter Quest for children/youth.
- Support newcomer families by connecting them with supports and services as needed
- Organize group workshops and sessions to meet clients' social and informational needs
- Refer clients to English language instruction, employment, trades, digital literacy and skills training to assist their development of a vocational /career plan
- Case management functions on specific databases, and related administrative work
- Document, generate and record data pertaining to activities provided to service users, and planned goals towards achievement
- Liaise with community agencies, support community engagement through workshops and public education

Required Qualifications:

- BSW or completed post secondary education in psychology or a related field, and 3-5 years direct experience in settlement counselling, OR a combined equivalent including lived experience as a refugee / immigrant facing similar issues to those of the clients
- Current knowledge of refugee and immigration issues and legislation
- Assertively seek target group clients in the geographical area
- 2 yrs experience serving marginalized populations, leading group facilitation and public speaking
- Demonstrated experience writing reports, intermediate use of MS Office and comfort using cloud based file sharing and virtual tools for meetings
- Adept at data management and ability to utilize data to produce meaningful analysis
- Able to work independently and as a team member, with colleagues and clients with diverse social identities
- Must be able to work in any of our work locations
- Strong time management, problem solving, interpersonal and communication skills
- Fluency (written and spoken) Spanish is a requirement.

Pay: \$33.75 per hour: 35 hours per week

Expected start date: August 7 to Mar 31/27

Interested applicants please send a **resume and cover letter** to kvstiphout@ccvt.org. **BY JULY 17, 2026**

Continuous intake until decision is made.

START DATE August 7/26

