

**Position:** Counsellor

**Employment Type:** Full-time, permanent position  
In-scope position

**Closing Date:** April 9, 2024

**Duties and Responsibilities:**

As part of the Rapid Access Counselling program, the Counsellor provides clinical counselling, therapy, and related services to individuals, couples, families, and groups who are seeking assistance with personal or interpersonal problems. The position may also provide group therapy sessions and engage in community collaborations. Duties shall be performed in a manner consistent with the overall mission and values of the agency. The position reports to the Director of Programs.

**Duties include:**

- As part of the provincial Rapid Access Counselling program, provide counselling, therapy and related services according to agency needs. Includes conducting initial assessments to determine needs and goals.
- Develop service plans in collaboration with clients that are tailored to the unique needs of each individual.
- Participate in program development, including development and presentation of workshops, group facilitation, and group interventions.
- Attend relevant agency meetings, be knowledgeable about agency programs and community activities, and market agency programs to the community using various methods (in-person, social media, etc.).
- Represent the agency on community committees and/or groups as assigned.
- Perform related administrative and record keeping duties, including casework recording, session evaluations, correspondence and statistical recording as required and in accordance with agency policies and regulatory requirements.
- Participate in clinical supervision on a regular basis and consult with the Director of Programs.
- Assist with supervision of peers, students and individual cases as required by the agency.
- Perform work outside of regular operating hours, including evenings and/or weekends.
- Perform work at various locations in and around Saskatoon, Martensville and Warman.
- Other duties as assigned.

**Qualifications:**

Education:

- Completion of a degree in Social Work (Bachelor of Social Work/Indigenous Social Work).
- One to three years of supervised clinical experience in a related or relevant counselling area.
- Be eligible for registration with and maintain good standing in a relevant professional association.

Areas of Knowledge:

- Counselling theories and practice including interviewing, assessment, and evaluation techniques
- Theory and experience with single session, solutions focused approach
- Theories of human development, behavior and change – Family Systems Theory
- Theories and practices of communication and conflict resolution
- Theories and practices of trauma- and violence-informed approaches
- Ability to assess high risk clients (suicidal) and intervene quickly and appropriately
- Demonstrated ability to recognize signs and symptoms of other mental health disorders and refer client to appropriate service provider

- Demonstrated ability to work in cross-cultural environments
- Awareness of and cultural sensitivity to the customs, traditions, spiritual beliefs and philosophy and perspective on family dynamics of Indigenous, immigrant, refugee, and newcomer populations
- Experience in facilitating group work and knowledge of group dynamics
- Demonstrated commitment toward professional growth and keeping up-to-date with theory and practice
- Demonstrated caseload management skills
- Ability to promote services including using various social media platforms
- Ability to perform duties in a confidential manner and display professional ethics at all times
- Ability to deal with people experiencing difficult, unusual, and/or challenging situations
- Excellent written and verbal communication skills, time management, and organizational skills
- Valid driver's license and access to a personal vehicle

Final candidates are required to provide a satisfactory criminal record check including a vulnerable sector search.

This position is in-scope, CUPE Local 5316.

**Compensation:**

Pay range of \$4,229.14 to \$4,777.78 per month based on bachelor's degree and related experience

**Submit** resume, cover letter and references to:

Mail: Martha Hollinger, Executive Assistant  
Family Service Saskatoon  
#102-506 25<sup>th</sup> Street East, Saskatoon, SK S7K 4A7

Email: [martha.hollinger@familyservice.sk.ca](mailto:martha.hollinger@familyservice.sk.ca)

Family Service Saskatoon thanks all applicants for their interest, however only those candidates selected for interviews will be contacted.

Posting opens on April 2, 2024 and closes on April 9, 2024 at 5:00 pm

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Family Service Saskatoon is an inclusive organization, welcoming individuals of all abilities. We believe in workplace diversity and we do not discriminate in our employee selection. Race, color, disability, religion, gender, national origin or sexual orientation does not play a role in our hiring decisions.