



PURPOSE

We are partners in our clients' journey to achieving their full potential; innovators, and collaborators in the employment support, training, and skills development fields.

MISSION

We develop and deliver innovative employment tools and training and provide outstanding services that support people on their work and personal journey.

VISION

To inspire and advance the employment, training, and skills development ecosystem locally, nationally, and globally.

Futureworx values the power of diversity, equity, and inclusion in our workforce, our relationships and our programs and services.

We are committed to building a diverse and inclusive community, where the rights of all individuals and groups feel safe, valued, empowered, and respected for their contributions. Applications from candidates who have been historically disadvantaged and marginalized, including Indigenous peoples, black, racialized, a person with a disability, and 2SLGBTQ+ are encouraged.

About Us...

Futureworx is a charitable organization based in Nova Scotia, whose purpose, since its inception in 1984, has been to help individuals facing employment barriers to overcome their obstacles and reach their full potential both in their community and in the workplace.

Our approach has evolved over time and today, Futureworx is a leader in developing and delivering innovative employment tools and training, always with a wholistic view that incorporates social and emotional skills or 'soft' skills development.

Futureworx has been a high-growth and innovative organization, that today delivers services in every county of Nova Scotia and every Canadian province and works with partners across the country and around the globe.



We have a **Part-Time, Permanent Opportunity** working 35 hours biweekly for a **Career Counsellor** who thrives in a supportive team environment and has a passion for helping others in their journey to reaching their fullest potential. This position will be based out of our Nova Scotia Works Centre in Truro and reports to the Operation Managers under the direction of the CEO.

ROLES & RESPONSIBILITIES

A Career Counsellor utilizes specialized counselling techniques, combined with tools and resources, to provide career guidance that supports clients facing difficult situations, in making complex decisions. The focus of Career Counselling is career exploration, career change, personal career development and other career related issues.

Position Responsibilities:

- Apply clinical counselling principles and theories, methods, or procedures to assist individuals in achieving more effective educational, or career development goals. Evaluate a person's psychological functioning and personal resources within the context of career management, in order to develop their ability to make career choices and meet career objectives
- Guide an individual through a therapeutic process to find solutions, thereby enabling individuals to make healthy work/life decisions
- Assess for specific risks and evaluate clients' psychological functioning; connect and relate career counselling assessments, interventions, and outcomes

SKILLS & EXPERIENCE

General

- Good knowledge of community organizations, Agreement Holders, and referral agencies
- Ability to access and effectively use information and communications technology; conduct research
- Solid understanding of LMI and its applications

Career Development:

- Working knowledge of career development theory and applications
- Ability to define and manage career and personal development goals and transition
- Adherence to inclusionary practice, ethical decision making, respect for diversity, confidentiality
- Solid understanding of counselling assessment processes, tools and resources
- Working knowledge of employment/career related services, programs & interventions, tools & resources
- Commitment to professional development and career self-management

Counselling:

- Clinical counselling principles and theories, methods, and procedures
- Graduate level education in a counselling discipline; certification with professional counselling associations(preferred); specialized counselling competencies
- Incorporate therapeutic awareness and skills in client relationships
- Ability to administer and interpret psychometric assessments

Futureworx believes our employees
are our biggest ASSET!

We strive to recognize and reward our employees' contributions accordingly.

We offer an excellent benefit and compensation package:

\$30.47 - \$34.30 /hours based on 35 hours/week

Earn 1.25 days/month for vacation

14 additional paid holidays including STAT holidays (based on eligibility)

3 Personal Days annually upon eligibility

Earn 1.25 days/month sick time

Professional Development

Diversity, Equity, Inclusion Council

Accessibility Committee

Employee Assistance Program



Quarterly "Champion" Award

WANT TO JOIN OUR TEAM?

- If you are interested in joining our team, please send your cover letter and resume via email to Erin Thomson, Operations Manager, at erin.thomson@futureworx.ca . If you wish to self-identify as a candidate from an under-represented group, please do so in your cover letter.
- Applications will be accepted until 4:00pm on Monday, September 25th, 2023.
- Only candidates who have been selected for an interview will be contacted.
- All offers of employment are conditional upon a clear criminal record check.

We look forward to hearing from you.