

NATIVE COURTWORKER
AND COUNSELLING ASSOCIATION OF BRITISH COLUMBIA



E M P L O Y M E N T O P P O R T U N I T Y
A L C O H O L & D R U G C O U N S E L L O R

Re-Posted

Female applicants due to client needs

OFFICE LOCATED IN VANCOUVER , B.C.

The Native Courtworker and Counselling Association of BC (NCCABC) are accepting applications for **one (1)** position of **ALCOHOL AND DRUG COUNSELLOR** in the Lower Mainland area. Primary consideration shall be the needs of the aboriginal community. Under the supervision of the Regional Manager, this position will be subject to the policies and procedures of the Association. The ideal candidate will be responsible for providing alcohol and drug related counselling services. The successful candidate will be subject to Criminal Record Check and agreeing to join the British Columbia Government and Service Employees' Union, which is the office bargaining agent for NCCABC employees.

QUALIFICATION AND EXPERIENCE

This position requires a highly motivated; self disciplined individual with a minimum of two years experience as an Alcohol and Drug Counsellor and possess the following prerequisites:

- Grade 12 completion plus education training from an accredited alcohol and drug counselling program.
- A minimum of two to five years experience in an alcohol and drug counselling position, the ability to provide counselling services for chemically dependent person, their spouses and immediate family.
- Demonstrated ability to assess the client's needs, determine the appropriate referrals and provide follow-up services to client, spouse, and family members.
- Communicate clearly and effectively, both orally and in writing.
- Maintain a client information system.
- An understanding of the process, policies and procedures of various government agencies.
- Extensive knowledge of aboriginal culture and/or a demonstrated ability to work with aboriginal people.
- Training in Microsoft Word, Excel, internet and database management systems would be a definite asset.
- A driver's licence for this position would be an asset.

PERSONAL SUITABILITY

- Effective interaction with departmental staff, management and client group and their agents.
- Judgement in dealing with sensitive information and issues.
- Initiative, thoroughness and dependability.
- A wellness plan must be in effect by the occupant of this position.

In order to illustrate your ability to prepare the written material demanded by the position, please enclose a **cover letter**, along with your resume, indicating your knowledge and skills to:

Jackson Dionne, Office Manager
50 Powell Street
Vancouver, BC V6A 1E7
Fax: (604) 687-5119
E-Mail: jdionne@nccabc.com
(e-mail or fax resumes will be accepted)

Starting Salary : \$37,341.07 per annum, plus excellent benefits
Closing date: August 6, 2010

While we appreciate all responses, we must advise that only those candidates selected for an interview will be contacted.