

### Employment Opportunity

<b>Position:</b> Customized Employment Advisor	<b>Location:</b> Vernon, BC
<b>Department:</b> Resource Center	<b>Closing Date of Posting:</b> Open until filled
<b>Start Date:</b> As soon as possible	<b>Days/Hours of Work:</b> Mon – Fri, 8:00 am – 4:30 pm (37.5)

#### Company:

Community Futures North Okanagan is an equal opportunity employer. Our hiring practices reflect the DIVERSITY of our community and as an employer, we are committed to employment equity and support diversity in our work environment.

#### Job Summary:

The Customized Employment Advisor (CEA) serves the needs of job seeking and business clients. The primary purpose of this role is to connect businesses looking to hire with appropriate job-seeking applicants. Customized Employment provides individualized services to Clients and Employers when Clients have complex employment support needs and require intensive support services to obtain and maintain Labour Market Attachment

The CEA builds strong working relationships with a wide variety of local businesses through observing operations, asking relevant questions and offering employer-focused assistance. The CEA ensures that the needs of both the client and employer are being met.

If you are someone with a passion for helping persons with diverse barriers to employment and work to bring success to clients and employers, we would like to meet you! Tell us about your passion and competency in relationship building, employment services, file management, and business fundamentals.

#### Requirements:

- A post-secondary **degree or diploma** in a relevant field required (e.g., career or employment development, vocational rehabilitation, social work, psychology, sociology, human services, counselling, education or human resource management)
- **Minimum of three to five years** of experience working in career development sector required
- Certified Career Development Practitioner (CCDP) certification is considered an asset
- Clean Driver's Abstract
- Valid Class 5 Driver's License

#### Desired Qualifications:

- Experience working with diverse client populations (e.g., Youth, Indigenous People, People with Disabilities, multi-barrier and rural residents)
- Assessing complex client needs in specialized areas, such as physical limitations, developmental and emotional disabilities, mobility skills, and cognitive, social and emotional barriers
- Experience developing relationships (e.g., employers, community service organizations, training institutes and other key stakeholders)
- Experience interpreting clinical assessments and providing job development, work experience placement or recruiting services
- Experience delivering customized employment, job coaching and job development services

#### Application Process:

Please submit your resume, cover letter and references, citing the position title in the subject line to [hr@futuresbc.com](mailto:hr@futuresbc.com). All resumes are reviewed, however, only those candidates selected for an interview will be contacted.

**For information** about our accessible workplace including disability accommodation, please inquire with your email resume submission.