



Job Opening

Interested applicants should submit a **cover letter** and a **resume** to:

Mennonite Community Services
 Attention: HR Manager
 16 Talbot Street East
 Aylmer, ON N5H 1H4

or call 519-765-3026 for details
 email annab@mcon.org

Job Title:	Itinerant Settlement Worker (Tuesday to Friday)
Start Date:	June 3, 2019
Posting Date:	January 16, 2019
Job Summary:	The Itinerant Settlement Worker will provide settlement, integration and referral services to all newcomers, in Low German or English in office and offsite. The overall objectives of this position are to assist newcomers with their settlement needs and help them to participate more fully in community, economic, and civic life of Canadian society.
Core Competencies:	Candidate must have related work experience; strong interpersonal skills; Able and willing to work in a team; Able to speak English and Low German fluently; Ability to speak High German and Spanish an asset; Have excellent oral and written English communications skills; Appreciate different cultural experiences; Have strong problem solving skills; Able to prioritize; Able to do group presentations.
Core Job Duties:	Assist clients with forms pertaining to settlement needs; Interpret, translate and advocate for clients; Provide information, refer, and resolve client concerns; Willing to work some Thursday evenings; Connect with clients off site.
Requirements and Qualifications:	Must have Post Secondary Education; Excellent organizational skills; Excellent oral and written communication; Excellent interpersonal skills; Attention to detail and accuracy; Proficient in Microsoft Office; Previous work experience; Model non-violent peacemaking; Participate in staff meetings and MCS events

Only suitable applicants will be replied to and asked to complete an application or be invited for an interview.