

- ✓ Sound knowledge of cultural and social backgrounds of immigrants and refugees, particularly those of ethnic immigrant youth
- ✓ Excellent problem-solving skills, creativity and ability to lead teams and work as part of a team in a diverse, multi-cultural environment
- ✓ Proven ability in developing successful funding proposals in non-profit or similar settings, and managing government-funded projects/budgets
- ✓ Available to work flexible hours and on weekends;
- ✓ Excellent analytical, writing, research, and communication skills
- ✓ Proficiency with MS Office (Word, Excel, PowerPoint) and ability to effectively research and navigate an online environment
- ✓ **Excellent verbal and written proficiency in English, a second language used by predominant client groups is an asset**

How to Apply:

Please email resume and cover letter to: cbush@tccsa.org August 26, 2019 before 4:00pm. We thank all applicants for their interest. However, only those candidates selected for an interview will be contacted. **No phone call please.**

TCCSA is an equal opportunity employer. TCCSA welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.