

March 31, 2025

Job Posting (Internal & External)

Settlement Worker — Newcomer Men and Families Services (Full-time)

The Cross-Cultural Community Services Association (TCCSA) is a not-for-profit organization that aims to facilitate the well-being of diversified communities through social services. The mission of TCCSA is to enhance the well-being and resilience of diverse communities by strengthening competencies and fostering participation through effective and professional human services.

TCCSA is seeking one full-time Settlement Worker - Newcomer Men and Families Services to provide settlement services and community connections activities for newcomer in our York Centre to ensure that they are aware of and enabled to access the full array of community services and also help connect them with Canadians and local resources.

The details of this job posting are listed as follows:

Job Title:	Settlement Worker – Newcomer Men and Families Services	Unit:	Settlement
Hours of Work:	37.5 hours/week (required to work irregular hours including evenings, weekends and some holidays)	Application Deadline:	April 18, 2025
Location:	In-person, TCCSA York Centre		
Salary Range:	\$54,288 to \$56,998 per annum (based on experience) Comprehensive benefits including health, dental and Group RRSP plan		
File #:	#06-25		

Essential Duties and Responsibilities:

- Plan, organize, facilitate, implement and evaluate program activities for newcomers men and their families to connect them with their new community in their settlement and integration process;
- Demonstrate cultural sensitivity and respect for diverse backgrounds by tailoring settlement-related programs to meet the specific needs of the community;
- Conduct group sessions and community social activities to foster connections and engagement;
- Conduct needs assessments and provide information and orientation services to support newcomer into their settlement journey;
- Offer holistic case management and client-centred supportive counselling to newcomers men and their families and creating settlement plans based on individual needs;

- Understanding of, and sensitivity to the needs of newcomers in the various ethnic communities in York Region;
- Be innovative and knowledgeable and experienced in program design, activity organization, group facilitation and community outreach;
- Excellent knowledge of government and community resources;
- Effective communication skills to work with clients from diverse cultural backgrounds;
- Demonstrated interview, assessment, analytical and problem-solving skills;
- Good organizational skills, ability to multi-task while maintaining accuracy in data collection and reporting;
- Excellent inter-personal skills; demonstrated teamwork experience and ability to establish and maintain excellent working relationships with stakeholders;
- Proficiency in written and spoken English, as well as a second language commonly used by newcomers and refugees – For example, Chinese, or one of the South Asian languages;
- Proficiency with OCMS, MS Office, Google Services and social media that facilitate work, communication and online marketing, knowledge in graphic software is an asset;
- Confident and experienced in virtual service delivery is an asset;
- Ability to work effectively both independently and as part of a team;
- Must be available to work evenings and weekends as needed to support program and service delivery, as well as outreach activities;
- Must be legally entitled to work in Canada;
- Proof of a clear “Vulnerable Sector Screening” with a local police service is mandatory;
- Able to travel in the GTA, has a valid Ontario Driver’s license and access to a car is an asset.

Application

Please send resume and cover letter to TCCSA through email: recruit@tccsa.org by **5:00 pm on April 18, 2025**.

Applicants should quote file **#06-25 Settlement Worker - Newcomer Men and Families Services** on the application.

We thank you to all those who are interested in this position. Only selected candidates will be contacted for an interview. Regrettably, we cannot accept telephone inquiries.

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.