

JOB POSTING DETAILS

Employer	John Howard Society of Sault Ste. Marie and District	Job Type	RI
Job Title	Intake/Outreach Assistant Case Manager Intern (NOHFC)	Duration	Intern
Job ID	11751	Location	Sault Ste. Marie
Date Posted	November 15, 2021	Closing Date	December 3, 2021

Job Overview - Description & Duties

(One- year Internship)
35 hours/wk./weekdays

JHS has been providing services in the community for over 50 years. We are a multi service agency that partners with other agencies to improve our community members' quality of life. The successful candidate will offer supports to clients within the agency and in the community, including intake, case management, and referrals.

Required Skills

Qualified applicants must have graduated from an accredited college/university in social sciences within the last 3 years and have no experience since graduation in their field of study; plus have:

- Demonstrated understanding of the needs of disadvantaged adults facing barriers
- Demonstrated excellent communication/interpersonal/skills
- Proficiency with the use of computer software
- Use of personal vehicle and valid driver's license in good standing
- Demonstrated ability to work independently and in a team environment
- Bilingualism would be an asset
- Proof of full vaccination for covid-19

Other Requirements

How to Apply

Qualified applicants must submit a cover letter, resume and 3 references by December 03, 2021 to:

Suzanne Lajambe, Executive Director
John Howard Society of Sault Ste. Marie
27 King St., Sault Ste. Marie, ON P6A 6K3
E-mail: slajambe@jhsossm.ca

Only those applicants that are selected for an interview will be contacted

John Howard Society is an inclusive employer who is committed to an application, interview and work environment that is barrier free. Accommodation is available in accordance with the Ontario Human Rights Code/AODA. Applicants need to advise our office in advance of any accommodation requests for the application or interview process.

THIS OPPORTUNITY IS
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