

Student Placement Settlement Support Assistant

About Access Alliance:

Access Alliance Multicultural Health and Community Services is a multi-service community agency that works to improve health outcomes for the most vulnerable immigrants, refugees, and their communities. We do this by facilitating access to services and addressing systemic inequities. The Centre envisions a future in which Toronto's diverse communities achieve health with dignity.

Position Title: Settlement Support Assistant

Placement Type: Hybrid: in-person and over the phone

Number of Positions Available: 3

Worksite Location and Conditions:

AccessPoint on Danforth

AccessPoint on Jane

Access Alliance Downtown – College Site

Brief Description of Practicum Project:

Placement students will work closely with the settlement team to support them in four main areas:

1. the accurate completion of client registration forms and official documents;
 2. outreach;
 3. planning and delivering workshops to clients on settlement-related topics;
 4. planning outings for clients. Ideally, each student completes 2 days a week over the entire semester. Evening work may be required.
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Learning Outcomes/Goals:

- Gain an understanding of the community health care setting
 - Gain an understanding of clients' settlement needs and issues facing newcomers
 - Apply communication skills to outreach activities
 - Enhance workshop design and delivery skills
 - Use languages other than English, as needed
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Qualifications/Competencies Required:

- 2nd year, or later, post-secondary student in social sciences or related field
 - Excellent oral and written communication skills
 - Excellent attention to detail
 - Ability to interact with clients who may have limited English-language abilities
 - Interest in health care and/or not-for-profit sector
 - Understanding of newcomer population needs and barriers
 - Good time management and problem-solving skills
 - Basic computer skills
 - A minimum of 200 hours of placement time is required for one semester
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Benefits to the Student:

- Work within an inclusion and equity framework
 - Gain experience working in a team-oriented environment
 - Gain experience interacting with staff and clients in an anti-oppressive and client-centred environment
 - Gain experience working with newcomers and refugees
 - Gain valuable experience in intake and registration, outreach, workshop design and delivery
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Placement Period: Fall/Winter

Supervisor Name and Contact:

Dorene Weston - Interim Manager, Settlement

dweston@accessalliance.ca

Application Deadline: August 15, 2022

To Apply:

Complete an [application form by clicking here](#)

Please fill 'Settlement Support Assistant' as the "Position Title" in the Application Form