



Southern Okanagan Community Inclusion Society
6311 Main St. Oliver BC V0H 1T0 (tel) 250-498-0309

Oliver, British Columbia

Oct. 22, 2025

SOCIS is looking for a Vocational Counsellor to work with neurodiverse individuals within the Community Living Sector towards supporting them towards skill, employment, social and community outcomes. Supports include one to one goal setting, coaching, mentorship, skill development, finding and managing placements in support of pre-employment, skill and employment outcomes. Work will be in the Oliver, Osoyoos and surrounding area. This is a unionized position and is part of CUPE. Position includes full benefits, dental, medical, disability, insurance, and participation in the Municipal Pension Plan.

Responsibilities

1. Identifies clients' interests, skills and abilities by conducting interviews and consulting caregivers, family and key supports in the clients' support circle.
2. Develops, with the participation of clients, training plans, including pre-employment skill development, designed to meet the individual's goals in the areas of daily living and social skills and job readiness. Implements, monitors, evaluates and modifies training plans.
3. Trains, supports and monitors clients in a variety of work settings in areas such as work skills, proper hygiene, product quality, quantity and service expectations.
4. Provides reports on clients' skill level and progress to the supervisor and other caregivers and makes recommendations on modifications to the goals.
5. Locates employers in local businesses, industries and community agencies that match the interests, skills and abilities of clients. Encourages employers to participate in placements.
6. Encourages client participation in community activities and encourages relationships and friendships in the community.
7. Follows up job placements by assisting employers to work with clients through problem solving and troubleshooting.
8. Mentors, coaches and provides follow up supports to encourage workforce attachment and participation for clients.
9. Liaises with community service providers in order to promote the program.
10. Networks in the community with potential employers, volunteer organizations, groups and individuals that may support skill development, employment, volunteer and pre-employment placements.
11. Supervises any work experience or supported employment activities for clients, or groups of clients within the program and community.
12. Completes required reports for program, clients and agency including monthly financial and outcome reports, quarterly funder reports and others as required.
13. Maintains client files, outcome tracking information and data required by the agency, funder and outcome management for the program and organization.



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14. Supports clients and employers to pursue funding or financial supports in pursuit of client outcomes, skill development, training or employment. Including training allowances, wage subsidies or grants to support workforce adaptation and accommodation to meet client needs.
15. Maintains lists and records of employers, employment placements, community partners, and client lists for any employment activities clients are supported with.
16. Manages any stipends, subsidies or training allowances offered through the program or funding provided to support program and client outcomes.
17. Performs other related duties as required.

Qualifications

Diploma in a related human/social service field. Career development experience, and 1 year experience in the community living sector is required. Previous networking and community outreach experience is valued. Solid computer skills, understanding the concepts of community participation and inclusion within the Community Living Sector is an asset.

Must-have qualifications

- Diploma in a related human/social service field
- Career development experience
- 1 year experience in the community living sector
- Must have a valid driver's license
- Willing to undergo a background check, in accordance with local law/regulations
- 1-3 years of experience in vocational counseling or a related role
- Must be located in commutable distance to Oliver, British Columbia, Canada

Preferred qualifications

- Previous networking and community outreach experience
- Solid computer skills
- Understanding the concepts of community participation and inclusion within the Community Living Sector

Please submit resume and cover letter to apply for the position quoting competition #247.

Please send your application in by fax or email careers@socisbc.ca.