

April 2017

Job Posting – Registered Psychologist or Psychological Associate - Toronto

Psychologist – Contract Position

Canada Career Counselling is seeking a part-time contract Psychologist to join our busy Bay and Bloor Street Toronto practice immediately. Consideration will be given to Registered Psychologists or Registered Psychological Associates. The successful candidate will be trained on our proprietary career counselling process and deliver counselling support to clients ages 16-65+ in making informed career decisions through counselling sessions and psychological assessments. Experience in personal counselling, in addition to career development, is an asset. Our office culture is collaborative, team-oriented and client-focused. Please note: there is no opportunity for supervision.

The position is a fee-for-service independent contractor role, reporting to the Toronto Practice Lead and is located at the 1200 Bay Street office.

Responsibilities:

- Answer phone and web inquiries; provide interested individuals information about our services and processes; and enroll new clients
- Provide face-to-face career counselling sessions for clients as well as online remote sessions
- Coordinate, interpret and debrief client assessments during counselling sessions
- Provide excellent client support including ongoing client relationship management, ensuring client engagement through the process
- Participate in training sessions with supervisor and practitioner meetings as required
- Able to work in the downtown office at 1200 Bay Street.

Skill Requirements:

- Minimum of 3 years of client counselling experience
- Interest in career counselling. Career counselling experience is preferred.
- Willing to learn new skills and tools
- Motivated to provide exemplary service to our clients
- Able to provide culturally competent service to clients of diverse backgrounds
- Strong verbal and written communication skills and active listening ability
- Excellent interpersonal skills, strong team player, personable, collaborative, friendly, sociable,
- Able to work responsibly and independently in a fast-paced, growing practice
- Excellent skills in: planning, organization, follow through, time management, attention to detail
- Open to development feedback, new ideas and processes
- Proficient in Microsoft Office and able to learn new systems quickly

Qualifications:

- Master's or Ph.D. in Counselling Psychology
- Current registration in good standing with the College of Psychologists of Ontario
- Strict adherence to the College of Psychologists of Ontario's Standards and Professional Conduct
- Proof of professional liability insurance
- Available to work 20-25hrs/week, including evenings and weekends, as client load grows
- Excellent English communication skills, other language skills an asset (specifically French and Mandarin)

Minimum of Three (3) work related references will be required, references can be provided by candidate at the interview stage.

Application Submissions:

Please email your Cover Letter and Resume to: admin@canadacareercounselling.com
Include in the Subject line: "Application for Toronto Psychologist"

Canada Career Counselling helps clients make strategic and informed career decisions, leading to greater career fulfillment and success. Our Career Planning Psychologists, Career Coaches, Education Advisors and Job Search Strategists support you in making important career related decisions such as; determining your educational options, deciding your next career move, resolving your career challenges or maximizing success in your job search. We are proud to be an inclusive organization.

