

Job Announcement | Career Counsellor Needed

8 January, 2018

ORGANISATION: GENERATION 2.0 RED

JOB VACANCY: Career Counsellor

CITY: Athens

START DATE: ASAP

CONTRACT LENGTH: Fixed term contract until June 2018 with possibility of extension

ABOUT GENERATION 2.0

Generation 2.0 for Rights, Equality & Diversity is a nonprofit organisation consisted of migrants and Greeks who work together to promote **equal participation in a diverse society**, through the empowerment of communities.

We combine action and research, aiming to promote human rights, equality and diversity, fight racism, xenophobia and discrimination in general. As an organization, we have over 10 years of experience in social action, sociological & legal research, project management and cultural events. We participate and cooperate with the largest human rights networks in Greece and Europe, claiming the rights of socially vulnerable groups, regardless of their origin, nationality, religion, gender or sexual orientation.

DUTIES | RESPONSIBILITIES

The career counsellor is going to be responsible for several aspects of the career counselling service such as:

- Conduct individual career counselling sessions with refugees, asylum seekers and migrants; in general with people of different cultural backgrounds
- Mediate with employers on behalf of beneficiaries when necessary to facilitate recruitment process
- Conduct research and contact businesses with the aim to build a network of businesses who wish to empower diversity in the workplace
- Conduct research on educational opportunities for beneficiaries and be able to turn them into comprehensive informative material
- Conduct research and design workshops and seminars addressed to the needs of beneficiaries
- Be creative with projects generation and ideas for implementation aiming to the empowerment and integration of beneficiaries
- Prepare reports on a monthly basis and upon request
- Write articles based on research or Generation 2.0 reports for publication and presentation to conferences and various media

REQUIREMENTS

- Master's Degree in Career Counselling/Career Guidance or Counselling Psychology or Human Resources or a Bachelor's Degree in Social Sciences
- At least 1 year of work experience regardless of sector is desired; work experience with populations of different cultural backgrounds is highly appreciated
- Be knowledgeable about labor world, trends and work rights in Greece

- Good command of Microsoft Office programs and familiarity with social media
- Excellent verbal and written skills in English
- Working knowledge of French, Arabic or Farsi would be an advantage
- High professional ethics

SKILLS AND QUALITIES

- Excellent interpersonal and intercultural skills with respect to different cultures
- Excellent organisational skills and time-management skills
- Good presentation skills
- Good research skills
- Attention to detail
- Excellent communication skills in a corporate way with external parts such as businesses and other organisations
- Enthusiastic, self-motivated and result-oriented
- Flexible and easy to adapt in changing demands
- Excellent team-work skills in a multicultural environment

Please send your CV and a motivational letter at info@g2red.org with the indication "Vacancy: Career Counsellor" until 10/01/2018. The CVs will be assessed by G2RED regardless your origin, religion, ethnicity or any other characteristics, as always.