



## INTERNAL/EXTERNAL JOB POSTING

<b>Job Title</b>	CWWA Counsellor – Temporary Position
<b>Details of the Position</b>	Preference will be given to the candidate with a degree in Child and Youth Care or related degree and, who has experience providing individual and group counselling to children who have witnessed domestic violence. Experience providing public education on dating violence for youth is an asset.
<b>Job Description</b>	Attached
<b>Classification and Grid</b>	Children Who Witness Abuse Counsellor, Paraprofessional Wage Grid, Level 13
<b>Hours</b>	Up to 28 hours week Position ends June 26, 2020. Weekly Schedule determined based on program needs. Evening work may be required.
<b>Starting Pay Rate</b>	As specified in the Collective Agreement
<b>Benefits</b>	As specified in the Collective Agreement
<b>Start Date</b>	As soon as possible
<b>Supervisor</b>	Community Programs Manager
<b>Additional Information</b>	Applicants must have access to a vehicle to perform outreach duties as needed within the program. This position requires union membership. Satisfactory completion of a criminal records search, drivers abstract, TB test and Standard First Aid Certificate are requirements of the position.
<b>Date Posted</b>	January 7, 2020

**Deadline for Submitting Applications: January 14, 2020 @ 5:00 pm**  
**Send Application to: Victoria Women's Transition House Society**  
**Attention: Sandy Lundmark at [sandyl@vwth.bc.ca](mailto:sandyl@vwth.bc.ca)**



# Job Description

<b>Job Title:</b>	<b>Children Who Witness Abuse Counsellor</b>
<b>Benchmark and Grid</b>	Children Who Witness Abuse Counsellor, Paraprofessional Wage Grid, Level 13
<b>Job Summary:</b>	Provide both individual and group counselling to children who have witnessed domestic violence within their home environment. Support caregivers by providing them with relevant information on the impact of abuse on children, counselling them on parenting issues, and referring them to appropriate services. Provide public education on the effects of witnessing abuse and dating violence.
<b>Reports To:</b>	Community Programs Manager
<b>Key Duties And Responsibilities:</b>	<p>1. <u>Counselling</u> mothers and children (ages 3-18) on an individual basis, in person or by telephone. Services include:</p> <ul style="list-style-type: none"> <li>• Assessment of suitability of the service to client's needs</li> <li>• Crisis intervention</li> <li>• Short-term individual counselling</li> <li>• Establish counselling relationships that ensure emotional and psychological safety</li> <li>• Support to clients, both immediate and on a follow-up basis</li> <li>• Provision of resource information, and knowledge on the impact of abuse on children, parenting, etc.</li> </ul> <p>2. <u>Group Counselling</u> for children, ages 3 through 18, who have witnessed abuse in their homes. Responsible for:</p> <ul style="list-style-type: none"> <li>• Initial assessments on children determining the impact of abuse, suitability and readiness for group</li> <li>• Facilitating 8 to 10 week psycho-educational support groups for children, addressing core issues.</li> <li>• working cooperatively with co-facilitators.</li> </ul>

	<ul style="list-style-type: none"> <li>• Co-facilitation of parenting support groups</li> <li>• Co-facilitation of Summer Camp programming</li>   <li>• Providing information and support to the caregiver</li> </ul> <p><u>Advocacy and Liaising Support</u> for clients as required, including:</p> <ul style="list-style-type: none"> <li>• Providing caregivers with information on community resources, for themselves and their children.</li> <li>• Making referrals when necessary to other community resources.</li> <li>• Acting as an advocate for a child's personal, physical, and emotional safety.</li> <li>• Awareness of community agencies and systems.</li> <li>• Implement child protection legislation when required.</li> <li>• Collateral contact with outside agencies, where permitted by client and VWTH policy</li> </ul> <p><u>Prevention and Community Education</u> including:</p> <ul style="list-style-type: none"> <li>• Public education, i.e. school prevention activities, community information fairs, etc.</li> <li>• Presentations to high school students on dating violence/ abusive relationships</li> <li>• Ability to team up with outside agencies for presentations and work collaboratively.</li> <li>• Present to high risk population groups on the impact of abuse on children</li> <li>• Maintaining strong links with community agencies</li> </ul> <p><u>Administrative Tasks</u> including:</p> <ul style="list-style-type: none"> <li>• Record-keeping, of client information i.e. telephone contacts, waitlist information, client information, client progress notes, completion of intakes, etc.</li> <li>• Accumulate and record statistical information, program expenses, maintain and update forms, resource material, filing, etc.</li> <li>• Ensure clients rights of privacy and confidentiality are maintained.</li> <li>• Follow protocol and guidelines on proper record keeping, and policies for written material.</li> <li>• Attendance at staff and team meetings</li> </ul> <p>Performs other related duties as required.</p>
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<b>Qualifications:</b>	Bachelor's Degree in Child and Youth Care or related area.
<b>Education, Training and Experience:</b>	Two years recent related experience, or an equivalent combination of education, training and experience in the area of individual and group work, counselling of children and families; excellent knowledge of the dynamics of family violence.
<b>Job Skills and Abilities:</b>	Excellent communication skills; experience in working within a team approach; commitment to working with and for children; a feminist perspective; trauma informed practice; flexibility in schedules to meet the needs of the clients; creativity and initiative