



## External Job Posting Women's Counsellor/Advocate Relief Position North & South Locations

Our Mission is to provide shelter, support, counselling and advocacy to help abused women and their children to break the cycle of violence. We are a woman centered, anti-racist, anti-oppressive, nonprofit organization serving the diverse population of the Region of Peel. Interim Place operates two emergency shelters for women and children who are leaving abuse. We also operate a Community Support and Outreach Program (THSP) for women in the community who have experienced violence. Interim Place is a community-based feminist women's organization committed to social justice and anti-oppression.

We require **Relief Women's Counsellor /Advocates** Position to assist in the support to women and their children who have experienced and/or are experiencing violence and provide support, programs and services to women and children who are residents of the shelter.

### **Responsibilities**

- Provides crisis support and counselling.
- Completes intake and assessment.
- Completes Risk Assessment and Safety Planning.
- Provides transition planning and assistance (from home to shelter, shelter to community; shelter to shelter).
- Provides information and referral to community supports and services i.e. government agencies; court services; etc.
- Provides practical support in accessing information and resources.
- Co-facilitation of support groups from women impacted by violence.
- Attends all staff meetings and training sessions as assigned.
- Maintain knowledge and understanding of the systemic barriers experienced by women and the intersectionality's of oppressions i.e. Social Housing Reform Act; Mental Health Act; Landlord Tenant Act; O.W. Act, ODSP Act, etc.
- Maintains appropriate and accurate file documentation and uphold the confidentiality of client's file, subject to legal and policy parameters.
- Utilizes computer software including case management database system and Microsoft applications as required.
- Adheres to all health and safety policies and procedures as outlined by the organization to minimize risk.
- Performs other duties as assigned for the effective operation of Interim Place.

### **Qualifications:**

- University or college education in a related field, such as Aboriginal Studies, Gender and Women's Studies, Sociology, Social Justice, Assaulted Women and Children's Program or the equivalent in education and extensive experience.
- Demonstrated commitment to women's and children's issues and working within a Critical Race.

- Feminist, Anti-Black Racism and Anti-Colonialism framework.
- Experience in working with women in areas such as poverty, violence, and homelessness.
- Proven ability in case management and supportive counselling skills from a decolonizing approach.
- Strong Knowledge and experience with Harm Reduction Strategies.
- Demonstrated experience in crisis support and ability to mediate conflict.
- Strong organizational and time management skills.
- Professional communication skills; dedicated to team building.
- Able to manage many conflicting priorities simultaneously with the ability to prioritize.
- ASL is an asset.
- G2 Driver's License preferred.
- Ability to work rotating shifts such as days, evenings, overnights both during the week, weekends, statutory holidays and short notice shifts.

**Hours:** Rotating shifts: Week, weekend Days, Evenings, Overnights and Statutory Holidays

***Interim Place is committed to the development of an organization that reflects the community and women it serves. Applications from Indigenous Women, World Majority Women/Women of Colour, Lesbian, Gay, Bisexual, Trans and Queer Women, Consumer Survivors and Women with Disabilities are strongly encouraged.***

*Please send a letter of application and current resume to Human Resources, Interim Place via email at [programcoordinator@interimplace.com](mailto:programcoordinator@interimplace.com).*

*Interim Place is a unionized workplace with OPSEU. This position is within the bargaining unit and as such the terms and conditions of employment are in accordance with the Collective Agreement.*

**Date of Posting: March 26, 2019**

**Deadline: April 10, 2019**

