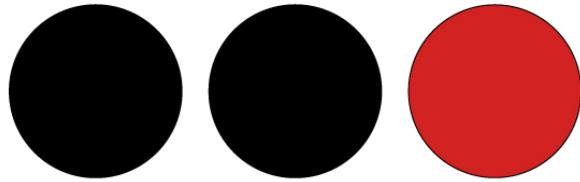




**BATTERED WOMEN'S
SUPPORT SERVICES**



Safety Changes Everything

Women's Employment Counsellor

Organizational Overview

At BWSS, we believe that safety changes everything. We provide a matrix of services and programs for advocacy, centering survivors while working towards legal and systemic change. Since 1979, with committed staff and volunteers, we've supported thousands of survivors. Do you want to join one of the leading ending violence organizations in the province? The team at BWSS is growing, and if you're passionate and committed to ending gender-based violence than this is the organization for you.

Job Highlight

You'll use your decolonial, intersectional feminist, anti-oppression perspective to provide trauma-informed employment counselling for girls, women and femmes who are dealing with the impacts of violence and abuse through individual and group sessions all while working with an incredible interdisciplinary team.

Job Summary

As a Women's Employment Counsellor, you'll have the opportunity to contribute to the healing and freedom from violence of all girls, women and femmes through individual sessions and group workshops.

You'll be responsible for...

- Providing case management services, intake assessment, counselling, training, information, and referrals to survivors of gender-based violence.
- Planning, and developing curriculum for workshops for the BWSS Advancing Women's Awareness Regarding Employment (AWARE) Program
- Providing several individual sessions daily
- Using your strong knowledge and skills to assist girls, women and femmes who are dealing with complex trauma
- Setting goals, creating, and implementing a plan and monitor progress, process, and results with each individual file
- Performing administrative duties including and not limited to accurate documentation and billing in the ICM database and database management for the BWSS Advancing Women's Awareness Regarding Employment (AWARE) Program.
- Managing all aspects of action plans and assisting women in developing the skills required to undertake independent job search and effectively prepare for, find, obtain, and maintain employment through individual sessions, group, and one-on-one workshop facilitation.
- Supporting women through a variety of services to ensure women become independent through achieving and maintaining sustainable labour market employment and/or community attachments.

You Must Have...

- Have proficiency with database management and a passion for administration and organization.

- **This position requires in-depth knowledge of the Provincial Government's Integrated Case Management (ICM) database and a commitment to accurate documentation and data entry in a Work BC environment.**
- Have excellent communication skills, both verbal and written.
- Knowledge of the impacts of structural inequalities that oppress girls, women, and femmes
- Have decided that for women survivors of violence economic independence is paramount second only to their safety, so along with expertise in assessment, safety planning, individual counselling, facilitation of specialized support groups for women, your approach is trauma-informed and steeped with employment counselling skills, employment specific applications including coaching to enhance women's self-sufficiency and labour market understanding, proficiency supporting women in accessing services and job search activities, demonstrated skills in curriculum development for employability skills and life skills workshops.
- Have specialized knowledge in job search, life skills, personal management, and essential skills workshops facilitation supporting women recognize skills, values, interests, and aptitude related to career choices.
- Have experience performing formal needs assessments.
- Have honed your capacity through a minimum of five years of experience providing employment counselling, coaching, support, information, and referrals to women survivors of violence and grounded in a minimum five-year training and education in directly related disciplines. This experience has resulted in a thorough understanding of the dynamics of abuse, supportive interventions and current and emerging employment issues affecting survivors.
- Satisfactory criminal record checks.

You'll be successful if...

- Are familiar with the fact that COVID-19 pandemic has exacerbated the disparities and gender-based violence that girls, women, and femmes experience
- Have experience in women's organization and non-profit society environments
- Have proven ability to work co-operatively with colleagues and service providers in the community
- Have organizational skills, ability, and flexibility to work remotely
- Have superior group facilitation skills

Classification

- Part time position at 32 hours per week Monday 9-5, Tuesday 9-5, Wednesday 9-5 and Thursday 9-5
- Hourly rate \$33.83
- This position requires union membership
- Wages and benefits as per the collective agreement.
- Reports to the Manager of Advancing Women's Regarding Employment (AWARE)
- The program requires to be delivered in-person in the Vancouver area
- Preferential and limited hiring assist BWSS to achieve diverse and equitable representation in the workplace, and to recruit employees whose identities enrich the ways in which we accomplish our mission and serve the community. As a result, preference will be given to Indigenous women, Black women, racialized women, women who are disabled, femmes, and women from other equity seeking groups.
- Ability to speak another language is an asset.
- As a bona fide job requirement, this position will be held by a woman or femme

Send cover letter and resume detailing how you meet or exceed these qualifications to Battered Women's Support Services jobs@bwss.org. This posting will remain open until filled.

No phone calls or messages through social media, including LinkedIn, please.