



## ann davis transition society

### **Ann Davis Transition Society**

**Job Title:** Stopping the Violence (STV) Counsellor

**Job Site:** Ann Davis Transition Society Hope Office

**Reports to:** Counselling Supervisor/Executive Director

**Hours:** 3 days (21 hours) per week

**Salary Range:** Competitive with benefits after 3 months

**Job Posting Closing Date:** Open until filled

### **Summary:**

The STV counsellor provides mid-range individual and group abuse counselling to women generally 19 years plus. The STV program does not deal with serious mental health conditions: DID, cults, psychoses nor will STV offer services of a religious nature. This position is unionized and requires a mandatory membership with the BCGEU.

### **Key Duties and Responsibilities:**

To perform the job successfully the STV Counsellor must be able to consistently perform each essential duty satisfactorily. Other related duties may be assigned.

- Assess and identify specific behaviors and emotional issues to be addressed;
- Develop and implement therapeutic programs necessary to meet goals;
- Provides clients with opportunities to access community services as required;
- Facilitates the self-development and skill development of clients by identifying, recruiting and developing appropriate resources and supporting youth participation in developmental activities: i.e. life skills, work placement, academic study, community services;
- Provides direct intervention with the clients when required;
- Counsel from a feminist perspective addressing such issues as societal structures and values;
- Follow Society personnel policies;
- Records kept in a professional manner up to policy/CARF standards;
- Maintain strict confidentiality of client information;
- Acquire knowledge of community resources and referral process; become thoroughly familiar with Ann Davis programs to make referrals;
- Attend and participate in staff meetings, case conferencing, and clinical supervision;
- It is expected that staff will, at least once a year, voluntarily help with a Society fundraising activity;
- Facilitation and/or co-facilitation of various psychoeducational groups;
- Facilitates open communication within the case management team;
- Contributes to regular reporting procedures, including ongoing case notes, incident reports, monthly progress summaries and exit reports.

### **Qualifications:**

The requirements listed below are representative of the knowledge, skill, and/or ability required to perform each essential duty satisfactorily.

- Registered Clinical Counsellor or Master of Social Work RSW preferred;
- 2 years' experience with domestic violence and abuse issues;
- A combination of education and experience providing the required skills and knowledge related to the delivery of services and advocacy for women and children victims of family violence;
- Thorough knowledge of abuse issues and impact;



- Understanding of substance misuse and Mental Health diagnoses.
- Knowledge of feminist theory and practice.
- Demonstrated ability working constructively and cooperatively in a team setting.
- Excellent communication and interpersonal skills on society
- Knowledge and experience with case recording practices.
- Drivers license and vehicle

### **Competencies:**

- Excellent interpersonal and communications skills.
- Staff act as role models, businesslike dress code, appropriate boundaries and other professional and ethical behaviors are expected.
- Strong organizational and time management skills.
- Able to work with little supervision while contributing as a team member.
- Well-developed written and verbal communication skills.
- Ethical standards as laid out by governing body (RCC etc.), adhere to ADTS policies
- Ability and willingness to work cooperatively with management.
- Utilize de-briefing opportunities with ADTS staff and management.
- Attention to own personal needs, stress management, emotional health.
- Demonstrate a sensitivity and understanding of the client population's socio-economic characteristics.
- Have the ability to work with any client that is referred.
- Have the ability to work with values and behaviors that are very different from those of the employee.
- Ensure that personal values and beliefs are not insinuated, promoted, or imposed on the clients.
- Have a positive conviction about the capacity of people to grow and change.
- Have the ability to work in partnership with other team members, including referring authorities.
- Proficient in the use of Microsoft Office and Outlook, Office 365.
- Knowledge and/or ability to learn and use Janeapp and ADTS database

### **Working Conditions:**

- Regular hours are from 9-5, 3 days a week to be negotiated. May need to occasionally be available for flexible scheduling weekdays, weekends and possibly some holidays if required.
- Worksite:
  - Ann Davis Transition Society Hope Office

Note: We conduct primary source verification of applicant's credentials including education, training, work history, and licensure. Only applicants that have been shortlisted will be contacted.

### **STATEMENT OF DIVERSITY**

The Ann Davis Transition Society, as an award winning and leading non-profit organization, respects diversity and fosters social inclusion. We strive to deliver inclusive service, affirming the dignity of those we serve regardless of heritage (race, ethnicity, culture, nationality, linguistic origin, place of origin, citizenship, color, ancestry), education, beliefs, creed (religion, faith, spirituality), gender, gender identity, age, sexual orientation, physical or mental health, physical or cognitive capabilities, socio-economic status and political belief.

*The Stopping the Violence Counsellor will follow the Code of Ethics and the Mission Statement of the Ann Davis Transition Society.*