

Position Title: **Outreach Court Worker**

Program: Outreach

Position location: Abbotsford/Mission

Reports to: Manager of Outreach

Hours of work: 35 hours per week **contract till March 31, 2023**

**Compensation will be in accordance with Appendix A of the BCGEU Collective Agreement.**

**PENDING JJEP REVIEW**

**Outreach Court Worker**

**Classification: Victim Services Worker**

**Grid**

**Level: 11**

The Outreach Court Worker position includes, but is not limited to, crisis and information calls, accompaniment, advocacy with community agencies, police, government agencies, and legal services.

**Reports to: Manager of Outreach**

**Duties and Responsibilities:**

- Provide family justice court support within SARA programs and to community partners agencies.
- Provide education, information, support and referrals for: Family Justice System, housing options, community agencies, legal services, social services and related government services (e.g. child tax credit, immigration issues, schools, medical, and etc.)
- Provide court tours where available.
- Provide emotional support, goal setting, problem solving and encouragement to clients as appropriate.
- Provide advocacy and accompaniment for women requesting service, including family court accompaniment, medical, police and legal advocacy.
- Provide assistance connecting women with programs within SARA.
- Attend and participate in SARA meetings.
- May be required to provide pre-existing presentations and public education sessions on violence against women.
- Inform community agencies and organizations about SARA services, attend meetings and act as a liaison as required.

- Conduct client intake, assess client needs, create and maintain confidential service records, complete feedback forms and submit reports/statistics as required.
- Attend appropriate training sessions, workshops and conferences.

### **Skills and Knowledge**

- Excellent understanding of violence against women issues both within dominant and non-dominant cultures
- Good understanding of the legal issues facing women who have been abused, particularly those from a different culture.
- An understanding of the Family Law Act 2013 including an understanding of the Family Justice System in BC.
- Good understanding of social services and resources in the Abbotsford/Mission area and how to access them.
- Proficiency in MS Word, MS Excel, Windows and Outlook calendar
- Keep current on:
  - Women's issues, specifically violence against women
  - Issues relating to women who may face additional barriers, including race, culture or ethnicity, sexual orientation, economic status and ability.
  - Legal issues, housing options, government and immigrant services.

### **Competencies**

- Understands and acts as an effective advocate
- Demonstrates initiative and ability to work independently
- Demonstrates effective listening, writing, presentation, facilitation, public speaking
- Accurate case management and reporting skills.

### **Qualifications:**

#### *Education*

- 2 year diploma in a human/social service field.
- Minimum 2 years of experience in related/relevant profession.

#### *Training*

- Standard First Aid Certificate.
- Non-Violent Crisis Intervention

*A clear Criminal Record Check for Vulnerable Populations  
Valid Class 5 Driver's Licence and clean drivers' abstract*