

GREATER VICTORIA WOMEN'S SHELTER SOCIETY
Margaret Laurence House
Second Stage Program
P.O. Box 8237, Victoria, B.C., V8W 3R8
Tel: (250) 995-0058, Fax: (250) 995-0048
program@margaretlaurencehouse.org

External Job Posting – May 23, 2023

Accepting Applications until 5 p.m. June 23, 2023

Job Title – Children's Counsellor

Details of the Position – The main responsibilities of this position are: to provide counselling to the children and youth of the Margaret Laurence House program; provide mothers with parenting support; provide child care for mothers who need to attend appointments.

Job Description – Attached

Classification – JJEP 14P

Hours – temporary part-time position to cover a leave – 20 hours a week
August 2023 to August 2024

Start Date – August 1st, 2023

Supervisor – Managing Counsellor

Additional Information – This position requires union membership. Satisfactory completion of a criminal records check and Standard First Aid Certificate are requirements of the position. **Applicants must be eligible for registration with a professional body.**

Apply to:
Melanie Smart
Managing Counsellor
program@margaretlaurencehouse.org

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MARGARET LAURENCE HOUSE

Job Description **Children's Counsellor**

Margaret Laurence House is a second stage transitional housing program for women who have children residing with them and who are leaving abusive intimate relationships.

Hours of work: Daytime, evening and weekend hours may be required but position is flexible

Reports to the Managing Counsellor of Margaret Laurence House.

Program Delivery

Resident and Community Client Support:

- Provide support and services to resident and community clients.
- Provide support to children in the Margaret Laurence House program as well as to their mothers/caregivers. Parenting support is part of this position.
- Provide child minding/activity time with children as well as counselling.
- Establish emotionally and psychologically safe counselling relationships.
- Provide long term counselling
- Facilitate recreational and therapeutic groups for children.
- Provide crisis intervention and crisis counselling as needed.
- Make referrals to community services and programs where appropriate.
- Make offsite visits to community clients.
- Provide back up and relief for the women's counsellors when they are not available.

Qualifications and Skills Required:

- MA in Counselling (preferred) or Degree in Child and Youth Care, Social Work or other related field.
- **Must be eligible for registration with a professional body.**
- Preference will be given to candidates with P.E.A.C.E. (Children Who Witness Abuse) training and/or experience in this program.
- Minimum of two years of recent supervised children's counselling; familiarity with issues related to violence against women and children; facilitation skills; and the ability to work as a feminist within a consensus model of consultation.
- Experience with community outreach and development.
- Knowledge of and experience with various expressive therapies as well as psycho-educational approaches with thorough understanding of the dynamics of abuse, trauma and child development stages. Knowledge of attachment theory.
- Cultural competency and ability to work in an empowering and non-judgmental manner with clients.
- Experience applying a feminist analysis of gender-based violence as it affects children, women and non-binary people.
- A trauma-informed practice approach.
- Must be self-directed with excellent time-management and communication skills.
- Must be creative, mature, have sound judgment, and maintain strong professional ethics.
- Ability to speak a second language an asset.
- Current First Aid Certification (Basic First Aid CPR Level A and/or Emergency First Aid for Childcare) a requirement.
- Use of vehicle and valid driver's license (and provision of a driver's abstract) an asset.
- Successful completion of a criminal record check.

Accountability and Recordkeeping:

- Maintain documentation and office procedures including statistics, record keeping and client files.
- Maintain client rights of privacy and confidentiality following PIPA regulations.
- Follow child protection legislation and implement as necessary.
- Follow professional code of ethics regarding therapeutic relationships and accountability.

Liaison

- Participate when appropriate in GVVSS Board Meetings.
- Attend community events related to fundraising when needed.
- Maintain contact with donors.

Other:

- Pursue professional development and training opportunities.