



## **PEACE Child and Youth Counsellor**

***Temporary Part-Time***

***Armstrong/Enderby office***

<b>Posting:</b>	#2023-017
<b>Hours of work:</b>	21 hours per week; Monday-Wednesday
<b>Start date:</b>	As soon as possible
<b>Grid level:</b>	13-P
<b>Wage Range</b>	\$36.00-\$40.00/hour, in accordance with the Collective Agreement
<b>Submission deadline:</b>	Posted until filled
<b>Submit resume to:</b>	<a href="mailto:Hr@archwaysociety.ca">Hr@archwaysociety.ca</a>

At Archway Society for Domestic Peace, we are committed to the empowerment of women, children and families in our community. We are a values-based organization with a shared sense of belonging, working collaboratively to cultivate a safe space that respects and supports the traditions, rights, choices and voices of all staff and clients.

We invest in our people – we offer competitive wages and an hourly top-up in lieu of benefits for our casual employees. We are a supportive team and foster respect, trust, connection and collaboration. We are committed to the personal and professional development of our team via on-going training, clinical support, an employee wellness program and an Employee Family Assistance program for all staff.

Come join us! Create a better world and join a team that supports your personal and professional growth.

### **Summary of the role:**

Provides counselling, education and advocacy support to children who have experienced domestic violence. Provides emotional and parenting support for parents regarding the impact on their children of experienced violence.

### **Qualifications**

#### **Education, Training and Experience:**

- A Bachelor's Degree in a related human / social services field.
- Two years recent related experience providing one-on-one and group counselling to children.
- Specific education and experience providing psycho-educational support for children and youth.
- An equivalent combination of education, training and experience.

### **Knowledge, Skills and Abilities:**

- Demonstrated knowledge of the impacts of experiencing violence and the dynamics and impacts of violence against women and children.
- Demonstrated skills and ability to work from a feminist perspective Excellent oral, written and interpersonal communication skills
- Demonstrated knowledge of violence against women and the impact of children experiencing abuse
- Proficient time and general management skills
- Strong interviewing and assessment skills
- A high level of tact, diplomacy and professionalism

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

#### **A. Client Service**

- Interviews clients, prepares case histories, assesses problems and outlines services provided by the PEACE Child and Youth Counsellor and other relevant Archway Society services.
- Assesses the safety of clients and supports clients in reducing safety risks.
- Assesses the impact of experiencing abuse on the child, the group readiness of the child and the support needs of the abused parent.
- Conducts individual counselling to clients and/or individual members of his/her family using techniques such as active listening, conflict resolution and psycho-education; provides emotional support.
- Provides emotional and parenting support and referral services for parents.
- Conducts post-group interviews with children and/or their families. Recommends follow-up services where necessary and makes appropriate referrals.
- Participates in or initiates case conferences with other professionals as required. Reports and discusses case planning and concerns to therapists, social workers and others as required and within the confines of confidentiality policies.

#### **B. Program Administration**

- Ensures health and safety standards are maintained. Reports any related concerns to the Community Programs Manager.
- Prepares written reports and/or database recordings regarding client contact and progress according to Records Management Guidelines and agency policy and ensures safe secure storage of client records. Ensures that all required documentation is complete and accurate.
- Completes monthly statistical reports as requested by the Community Programs Manager.
- Operates within the financial limitations as defined by budget guidelines for the program.
- Maintains employment records such as Time Sheets, Mileage Reports and Professional Development forms and submits them to the Community Programs Manager in a timely fashion.

### **C. Organizational Role**

- Participates and contributes as a member of Archway Society for Domestic Peace staff team.
- Participates and contributes as a member of the Community Programs Peer Supervision group.
- Ensures that activities adhere to the program standards, philosophies, policies, procedures and Code of Ethics of the Society.
- Participates in professional development through workshops, in-service training, etc.
- Maintains current knowledge of issues and resources related to abuse and violence.

### **D. Community Role**

- Represents the Society positively and professionally in the community.
- Identifies community resources that will meet client needs and refers as appropriate. Provides liaison with other agencies and professionals as required.
- Participates on community and agency committees related to the issue of children who experience abuse and violence against women in relationships, with the approval of the Community Programs Manager.

### **E. Other**

- Performs other related duties as required.

### **Additional Job Information:**

- An Enhanced Criminal Records Check is required.
- Membership with the BC Government and Service Employees' Union is required.
- A valid Driver's license and availability of personal vehicle for work purposes is required.
- Archway Society has an Accredited Facility Dog working in community programs and the canine may be present in meetings attended by the person in this position.

***Resumes from qualified candidates who identify as First Nations, Metis, Inuk, Black, trans, a person with a disability, or an individual from other equity seeking groups are encouraged to apply.***

### ***To Apply:***

Please submit resume with cover letter to [hr@archwaysociety.ca](mailto:hr@archwaysociety.ca) quoting **Competition #2023-017**.