

**We're Hiring!**



## DOMESTIC VIOLENCE INTERVENTION COORDINATOR

Posting Requisition	22499	Program	<i>Domestic Violence Intervention Program</i>
Job Type	<i>Temporary, Part Time (2 Year Contract Until March 31, 2026)</i>	Location	<i>Surrey, BC</i>
Hours of work	<i>21 hours per week</i>	Closing Date	<i>Open Until Filled</i>

**Salary - \$32.70 hourly (subject to our funding model)**

Options Community Services is a non-profit registered charity providing social services primarily in Surrey, Delta, White Rock and Langley. We believe in helping people help themselves. We believe in collaborating with individuals, businesses, community groups and government to create focused, effective and responsive resources for the community.

The Victim Service Worker provides non-judgmental and professional support to women -identifying victims of various forms of abuse (physical, emotional, verbal, psychological and/or sexual). The individual will provide services meant to minimize the impact of trauma on victims and assist in their recovery. Services will be provided from a trauma-based perspective while encompassing the principles of client centered approach.

### ACCOUNTABILITIES

- Conducts intake with clients for eligibility in the program and gather the relevant information to provide appropriate services and support to the clients.
- Co-facilitate the Women Empowerment Groups with a clinical counsellor.
- Provide 1-1 support and refer clients to the community resources.
- Liaison with social workers to streamline the referral process and provide updates regarding clients.
- Participate in regular administrative and supervision according to accreditation standards.
- Maintains knowledge of community resources and provides appropriate referrals to clients to meet their needs. These include referrals to other community service providers, resources and professionals as required.
- Maintains current knowledge of issues and resources related to abuse and violence and educates the community about these issues.
- Participates in staff training sessions, public education forums, seminars, conferences, presentations and public awareness activities about services and issues relevant to specific program areas. Engages in prevention activities by networking, consultation, and public relations as required.
- Participate in Integrated Case Management (ICM) meetings related to the client.
- Liaise with other professionals and agencies in the community and represent OCS in a positive manner.
- Maintain accurate client reports and records and provide timely progress reports to the funders.
- Follow written and verbal directives from the immediate supervisor, executive director or designate.
- Perform other related duties as required or directed.

S

### QUALIFICATIONS

#### Education, Training, and Experience:

- Bachelor's Degree in social services or a related field.
- Minimum two (2) year's recent related experience working with women who have experienced abuse.

***We are an equal opportunity employer committed to hiring a diverse workforce***

Posted: Jan 11, 2024

**We're Hiring!**



- Direct program delivery experience in the community social services sector is considered an asset.

**Skills and Abilities:**

- Demonstrated working knowledge of community-based programs and related provincial and community support systems.
- Working knowledge required of the Child, Family and Community Service Act and policies and procedures of risk assessment and risk reduction employed by the Ministry of Children and Family Development.
- Ability to work independently with minimal supervision, set priorities, manage multiple tasks and meet deadlines.
- Good organization, time management and general case management skills
- Well-developed interpersonal, counselling, oral and written communication skills.
- Able to establish rapport and build an alliance with clients quickly and proficiently.
- Ongoing commitment to professional development and utilization of current resources.
- Demonstrated effectiveness in working as part of a staff team and collaborate with community professionals.
- Ability to identify sensitive issues and maintain confidentiality.
- Must be sensitive to and respectful of cultural and lifestyle diversity.
- Able to present clearly and objectively in court (if required).

**SPECIAL REQUIREMENTS**

- Successful candidates will be required to provide a current and satisfactory Criminal Reference Check / Vulnerable Sector search preceding their start date.
- Applicants with lived experience are strongly encouraged to apply.

*\*An eligibility list may be maintained for up to six months. Eligible applicants may be offered a casual position. This position is open to all qualified applicants.*

**PLEASE APPLY TO:** Harpal Johal, Program Manager  
Options Community Services Society  
Email: [Harpal.Johl@options.bc.ca](mailto:Harpal.Johl@options.bc.ca)

**No phone calls please**

**Please include a cover letter clearly indicating the posting number [posting #22499] and outlining your qualifications and related experience for the position.**