



Job Description

Position title	<i>Anti-Violence Counsellor and Educator (ACE)</i>
Reports to	<i>Manager of Programs and Services</i>
Department	<i>Programs and Services</i>
Closing Date	<i>November 1, 2018</i>

Job purpose

YWCA Banff is a community-based, feminist organization with over 100 years of experience in Banff and the Bow Valley. Governed by a volunteer Board of Directors, our organization shapes a safe, inclusive community that empowers women and girls in support of our vision of a thriving, equitable society. The YWCA is funded through grants, donor support and revenue from our social enterprise program – the YWCA Banff Hotel.

All employees play an instrumental role in realizing our organizational goals through their commitment to our four strategic priorities: programs and services to end gender-based violence; a continuum of sustainable housing solutions; advancing the rights of women and girls; and building a sustainable organization.

The primary role of the Anti-Violence Counsellor and Educator is to provide preventative programming, supports and counselling addressing intimate partner violence and sexualized assault in the Bow Valley. The 4 main areas of focus are as follows:

- Crisis support, advocacy and referral
- Support Counselling
- Education and awareness activities
- Prevention and promotion activities

Duties and responsibilities

Specific responsibilities include but are not limited to:

- Completing shelter intakes and danger assessments for people and/or children who are fleeing intimate partner violence.
- Overseeing and coordinating daily shelter needs (food, personal hygiene products, etc...)
- Supporting shelter clients with counselling, safety planning, case planning and community information and referrals as needed.
- Providing supportive counseling to people from the Bow Valley who have experienced domestic and/or sexual violence

- Provide services based in an understanding of the gendered nature of domestic and sexual violence to support clients and community in an anti-oppressive way
- Provide YWCA staff training and answer queries regarding shelter and programming.
- Deliver educational programs and sessions in schools and community, providing information on topics such as healthy relationships, empowerment, leadership and intimate partner violence.
- Participate and or assist with fundraising and awareness events.
- Develop and maintain partnerships with community agencies and professionals in the Bow Valley that will enhance the support system for clients accessing the YWCA programs.
- Maintain up to date notes and documentation for client contact which is consistent with agency policy and standards within the field.
- Support data collection and evaluation of programs and services.
- Create and maintain program curriculums and YPS training binders.
- Contribute to a positive and supportive workplace environment, working with the Programs and Services department and the YWCA Banff staff team as a whole.
- Other related duties as assigned by the Manager of YPS.

Skills and knowledge

Specific skills and knowledge qualifications include but are not limited to:

- Experience working with people and families experiencing domestic violence and knowledge of the social, economic conditions that may impact them.
- Experience working with people who have experienced sexualized assault an asset.
- Experience working with a violence-informed and trauma sensitive approach.
- Knowledge of feminist, intersectional and anti-oppressive approaches to working with clients.
- Experience working with community partners to provide supports to clients (a Bow Valley context would be preferred).
- Willingness to participate in professional development, self-reflection, and continued growth.
- Strong organizational and analytical skills, high degree of creativity and flexibility as well as the ability to work independently and to work with a diverse client population.

Qualifications and Experience:

- Bachelors in social work, psychology or a related social sciences field. Registration with a governing body preferred.
- Minimum 2 years' experience working in the area of domestic violence and/or sexualized assault.
- Experience in program development and public education.
- Strong interpersonal and communication skills including maintaining a high degree of confidentiality as well as a non-judgmental approach to clients.
- Demonstrated ability to be flexible and respond to competing demands in a fast paced, client-centered environment.

- A criminal records check and child intervention check are conditions of employment.

Working at YWCA Banff

The Anti-Violence Counsellor and Educator is a full-time, year-round position at 37.5 hours per week working as a member of the YWCA Programs and Services Supportive Team. Working hours are flexible Monday-Friday to include at least one evening per week.

The YWCA offers a competitive benefits and compensation package and encourages training and personal development for all employees.

YWCA Banff is an equal opportunity employer. Our organization cultivates a diverse, inclusive environment in line with our commitment to building a thriving, equitable society for everyone. We encourage all qualified applicants to apply including women, persons with disabilities, members of visible minorities and aboriginal persons, individuals of diverse gender and sexual orientation and all groups protected by the Human Rights Code.