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**KAMLOOPS SEXUAL ASSAULT  
COUNSELLING CENTRE**

601 – 235 1<sup>ST</sup> Avenue, Kamloops, BC V2C 3J4  
P: 250-372-0179 F: 250-372-2107

[www.ksacc.ca](http://www.ksacc.ca)

[facebook.com/kamloopsassaultcentre](https://www.facebook.com/kamloopsassaultcentre)  
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## **DOMESTIC VIOLENCE/ SEXUAL ASSAULT RESPONSE TEAM COORDINATOR**

Kamloops Sexual Assault Counselling Centre is a feminist organization that supports individuals who have experienced sexualized violence. We provide counselling, support services, advocacy, education, and prevention. The Kamloops Sexual Assault Counselling Centre's purpose is to provide client centered support services to all individuals regardless of race, culture, religious beliefs, gender, sexual orientation, ability, socio-economic status, and age.

### **JOB TITLE: Domestic Violence/ Sexual Assault Response Team Coordinator**

Reports to: KSACC Agency Coordinator

Hours: 15 hours/week

Start Date: ASAP

### **General Description**

The DVSART program is a partnership between the Kamloops Sexual Assault Counselling Centre and the Y Women's Emergency Shelter. This program sees volunteers trained to support survivors of domestic violence and sexual assault, both on the phone and in the Emergency Room. The Domestic Violence and Sexual Assault Response Team Coordinator will be responsible for the coordination and training of volunteer personnel and the provision of emergency response support to clients of the Centre using an intersectional feminist based framework. Volunteer Coordination includes recruiting, screening, training, scheduling, evaluation, and retaining Centre volunteers, as well as being on call and available to callouts as needed.

### **Position Requirements**

The position requires the Sexual Assault/Domestic Violence Response Team Coordinator to have a minimum of a 2 year diploma in a social service discipline and 2 years' experience, or equivalent related education and experience. This position requires excellent interpersonal skills, verbal and written communication skills, organizational abilities, advocacy skills, and flexible availability. Crisis work and experience training adult learners are assets.

### **Scope**

The DVSART Coordinator will work closely with the staff of KSACC and the Y Women's Shelter. They will ensure appropriate volunteer coverage and training for the DVSART program, as well as working in the program themselves.

### **Specific Expectations**

1. Coordinating volunteers, including recruiting, screening, training, evaluating, scheduling and retaining Centre volunteers.
2. Provide support to volunteers through consultation, debriefing and training.

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**Counselling Services, Court Accompaniment, Support Groups, Public Education, Advocacy**



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3. Maintaining volunteer personnel files.
4. Ensuring communication between volunteers and staff at both KSACC and the Y Women's Shelter.
5. Coordinating volunteer recognition at the AGM and through other appropriate opportunities.
6. Coordinating Domestic Violence/ Sexual Assault Response Team statistics.
7. Provide public presentations and training to members of the community as appropriate and as resources permit.
8. Maintain and liaise with other community agencies.
9. Create regular volunteer social and education opportunities.
10. Other tasks or duties as requested by the Agency Coordinator.

**How to Apply**

Interested applicants should submit the following documents by 4:00 pm on July 30, 2020.  
Incomplete packages will not be reviewed.

- Cover letter detailing how your education and experience directly relates or connects to the position requirements
- Curriculum Vitae
- 3 professional references

All of these documents should be emailed to:  
Alix Dolson, Agency Coordinator

[alix@ksacc.ca](mailto:alix@ksacc.ca)