



KAMLOOPS SEXUAL ASSAULT COUNSELLING CENTRE
#601 – 235 1ST Avenue, Kamloops, BC V2C 3J4
P: 250-372-0179 F: 250-372-2107
www.ksacc.ca
24/7 Anti-Violence Hotline: 1-888-974-7278

Counselling Programs Manager and Counsellor

Permanent Full-Time (35 hours/week)

Join our team and be part of the movement to support survivors of violence!

Counselling Programs Manager and Counsellor

Full-time permanent (35 hours / week)

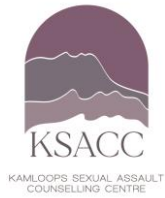
POSITION SUMMARY

The Kamloops Sexual Assault Counselling Centre (KSACC) is looking to hire a Counselling Programs Manager and counsellor for both Stopping the Violence (STV) and Sexual Abuse Intervention Program (SAIP) Counsellor. STV Counsellors provide counselling and support services to self-identified women and non-binary people ages 19 and up who have experienced sexual assault, violence/abuse in relationships, or childhood sexual abuse. SAIP counsellors provide counselling and support services to children and youth ages 3-18 who have experienced sexual abuse and support non-offending family members. The Counselling Programs Manager oversees the practices and procedures of counselling programs at KSACC, provides support for counselling staff and works closely with the Agency Coordinator to ensure ethical and timely support for clients. This position is based out of KSACC's Kamloops office and is a permanent full-time position (35 hours per week).

KEY DUTIES AND RESPONSIBILITIES

1. Provide support for counselling staff, oversee the implementation of counselling programs, create and update policy and procedure documentation for counselling programs.
2. Work in collaboration with the Agency Coordinator to address staff issues.
3. Assist in recruitment of counselling staff.
4. Provide one-to-one counselling with adults, youth and children who have experienced sexual abuse, sexual assault and/or domestic violence
5. Conduct client assessment and determine program suitability. Refer clients to appropriate external programs as required.
6. Develop and implement counselling treatment plans and goals necessary to meet client needs. Monitor and evaluate client progress and adjust goals accordingly.
7. Participate in case management with KSACC's Clinical Supervisor and Counselling Programs Manager to ensure excellence in practice.
8. Conduct consistent file management including the maintenance of client information, forms related to privacy and confidentiality, client progress notes and other items related to file management.
9. Maintain statistics that adhere to funder and agency requirements.

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



10. Conduct referrals and/or advocacy with other community service providers as necessary.
11. Provide crisis intervention as required.
12. Provide support services to non-offending family members and caregivers (SAIP).
13. Collaborate with community agencies when necessary to provide a holistic support plan.
14. Advocate for clients when necessary.
15. Provide psychoeducational material as necessary.
16. Understand MCFD reporting procedures.
17. Participate in Clinical Supervision, staff meetings, job evaluation and other Agency-related forms of supervision and participation as required.
18. Perform other related duties as required by the Agency Coordinator and Counselling Programs Manager.

QUALIFICATIONS REQUIRED

- Master's degree in psychology, social work, counselling or related field
- Minimum 2 years of experience in the area of sexual violence or related trauma-informed practice
- Minimum 2 years one-to-one counselling experience
- Criminal record check

ABILITIES/SKILLS/ASSETS

- Leadership skills and the ability to manage a small staff team.
- Excellent interpersonal skills; both verbal and written communication skills, organizational abilities, advocacy skills.
- Knowledge of child development.
- Ability to work collaboratively with a variety of agencies.
- Knowledge and understanding of trauma-informed counselling practices, feminist practice and counselling, sexual violence, sexual exploitation and offender patterns.
- Knowledge of relevant assessment and counselling techniques used with survivors of sexual violence.
- Direct program delivery experience in the community service sector with a demonstrated working knowledge of community-based programs.
- Knowledge of relevant legislation and policy.
- Capacity to work with individuals from diverse cultural backgrounds.
- Excellent computer skills and comfort using video conferencing technology.
- Ability to maintain appropriate files and statistics.
- Demonstrated capacity to prioritize workload.
- Demonstrated capacity to adhere to privacy and confidentiality legislation and guidelines.
- Excellent organizational and time management skills.



KAMLOOPS SEXUAL ASSAULT COUNSELLING CENTRE
#601 – 235 1ST Avenue, Kamloops, BC V2C 3J4
P: 250-372-0179 F: 250-372-2107
www.ksacc.ca
24/7 Anti-Violence Hotline: 1-888-974-7278

SALARY AND BENEFITS

- Three weeks paid vacation plus 8 scheduled, paid wellness days starting in the first year of employment
- Extra paid time off over Christmas holidays
- Yearly professional development budget
- Clinical supervision
- Extended health and dental benefits
- Your own office in our office space located downtown close to shops, restaurants, and Riverside Park
- Wage of \$32.99 – \$35.00 based on experience and qualifications

HOW TO APPLY

To apply, please email the following to Jenn: jenn@ksacc.ca

- Cover letter and resume detailing how your education and experience qualify you to work at KSACC
- 3 professional references

Applications will be accepted until the position is filled.