



INTERNAL/EXTERNAL JOB POSTING

Position: Healthy Directions Program Coordinator-Women Fleeing Violence

Job Type: Full-time (35 hours/week), Hybrid, October 2024 - October 2025, with the possibility of extension

Reports to: Manager, Crisis Intervention & Counselling Services

Salary: **\$56,420** per annum, plus a comprehensive benefits package including health, dental, RRSP, and generous leave entitlements

Application deadline: **October 7, 2024**

About IWSO

Immigrant Women Services Ottawa (IWSO) is a community-based agency serving immigrant women.

IWSO's mandate is to:

- Empower immigrant and racialized women to participate in the elimination of all forms of abuse against women and their children.
- Provide culturally responsive services to facilitate immigrant women's access to community and mainstream services.
- Deliver programs to assist immigrant women in their journey to attain their full potential.

Position Summary

The Coordinator will increase immigrant and racialized women's access to care and support that promotes mental health and well-being. The Coordinator will advocate for equitable healthcare access, and collaborate with community partners to ensure comprehensive mental health support for women who are experiencing or are at risk of experiencing violence.

Main Responsibilities

- Facilitate timely access to mental health services and therapeutic interventions.
- Coordinate workshops and support groups aimed at building resilience and coping skills among clients facing mental health challenges.
- Provide guidance and support to women navigating the intersection of gender-based violence, mental health issues, and substance use disorders.

- Work closely with the other team members to ensure holistic support for women and children impacted by violence.
- Collaborate with community partners to connect clients struggling with addiction to culturally appropriate and comprehensive treatment services.
- Respond to abused immigrant and racialized women by providing needs assessment, crisis intervention, short-term counselling, information, referral, and advocacy.
- Provide culturally sensitive counselling services to abused immigrant and racialized women through various counselling approaches including short and long-term counselling as well as group counselling.
- Implement programming and therapeutic activities with external organizations to provide resources for substance-using clients.
- Support clients in developing psychological safety plans to address triggers and coping skills to maintain stability.
- Work collaboratively with clients to achieve their recovery goals through one-to-one support, sessions, and group facilitation to enhance recovery and personal growth.
- Work closely with other team members to offer holistic counselling services to clients.
- Maintain a good working relationship within the relevant organizations.
- Participate in and/or conduct workshops and public education on behalf of IWSO where assigned.
- Maintain accurate records and documentation of service.
- Participate in professional training activities.
- Contribute to the overall functioning of the agency and perform other duties as may be assigned.

Qualifications

- Legally entitled to work in Canada.
- Minimum 3 years counselling experience with different approaches.
- Relevant education and experience in Counselling, Social Work, Public Health, or Psychology.
- Experience in program coordination, particularly in community health education, healthcare access, or mental health support services.
- Knowledge of different types of abuse, domestic violence, war trauma, workplace violence, human trafficking, suicide prevention, and trauma.
- Knowledge and experience of computer applications and database software.
- Experience in facilitating different groups, such as support groups, and focus groups.
- Excellent interpersonal, communication (spoken/written), and problem-solving skills.
- Knowledge of community services for abused women, and deep insights regarding the issues that immigrant and racialized women confront.
- Ability to work effectively in a stressful environment and with minimal supervision.
- Proven ability to work within a multi-cultural and multi-disciplinary team.
- Fluency in written and spoken English is necessary, any additional languages are an asset.
- A Police Record Check for the Vulnerable Sector is required as part of the hiring process.

APPLICATION PROCESS

Qualified candidates are invited to submit a cover letter and résumé by, **October 7, 2024, 6:00 pm** to:

Search Committee: Healthy Directions Program Coordinator Position, Immigrant Women Services Ottawa;
 Email: infomail@iwsoc.ca

IWSO welcomes and encourages applications from members of equity-seeking groups, including but not limited to, candidates who are racialized, indigenous, LGBTQ+, and people with disabilities. We thank you in advance for your interest. Only those candidates with the minimum qualifications will be contacted and considered for an interview.