



## **INTERNAL/EXTERNAL JOB POSTING**

**Position:** Crisis Counsellor

**Job Type:** Contract, Part time (28 hours/week), October 25, 2021– July 29, 2022.

**Reports to:** The Manager, Crisis Intervention & Counselling Services

**Application deadline:** October 15, 2021

### **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 Crisis Counsellor is responsible for providing support in response to crisis situations among immigrant and racialized women who are experiencing or are at risk of experiencing violence.

### **Main Responsibilities**

- Respond to abused immigrant and racialized women by providing needs assessment, crisis intervention, short-term counselling, information, referral, and advocacy.
- Develop interventions to better meet the needs of those impacted by trauma, domestic violence, and/or family violence.
- Administer risk assessment tools such as suicide assessment, and provide safety planning.
- Maintain accurate records and documentation of service.
- Facilitate women's groups such as support groups/ focus groups.
- Make appropriate referrals to other community resources and IWSO partners.
- Participate in professional training activities, including intervention skills practice and demonstration.
- Performs any other tasks related to the position as required.

## Qualifications

- Post-secondary education in social services.
- Minimum 2 years experience in working with immigrant women survivors of violence.
- Knowledge of different types of abuse, domestic violence, war trauma, workplace violence, human trafficking, suicide prevention, trauma, community resources.
- Knowledge of issues affecting refugee, immigrant, and racialized women.
- Demonstrated skills and experience in intake, needs assessment, crisis intervention, short-term counseling, advocacy.
- Knowledge of sexual assault and human trafficking issues.
- Experience in facilitating different groups, such as support groups, focus groups.
- Excellent interpersonal, verbal & written communication, and problem-solving skills.
- Ability to work effectively in a stressful environment and with minimal supervision.
- Proven ability to work within a multi-cultural and multi-disciplinary team.
- Police Record Check for Vulnerable Sector is required as part of the hiring process.
- Experience in conducting training seminars/workshops will be an asset.
- Knowledge and experience of computer applications and database software.
- Fluency in written and spoken English is necessary, any additional languages are an asset.
- Must be legally entitled to work in Canada

## APPLICATION PROCESS

**Qualified candidates are invited to submit a cover letter and résumé by, **October 15, 2021, 6:00 pm** to:**  
Search Committee: Crisis Counsellor Position, Immigrant Women Services Ottawa;

**Email: [infomail@immigrantwomenservices.com](mailto:infomail@immigrantwomenservices.com)**

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.