

Director of Training & Programs

Full-time position in Vancouver

The BC Society of Transition Houses (BCSTH) is a non-profit umbrella organization which provides support to Transition and Second Stage Houses, Safe Houses, Children Who Witness Abuse (CWWA) programs and other groups serving the needs of women, youth and children who experience violence. This support includes responding to policy and practice issues, developing and delivering training to front line workers, research, public education and prevention activities. BCSTH works from an intersectional feminist framework incorporating a critical lens to the systems of power.

BCSTH is currently seeking a full-time Director of Training & Programs for a one-year term with possibility of renewal.

Position Summary:

The Director of Training & Programs will assist the Executive Director in the management, development, delivery and evaluation of all aspects of BCSTH programs and services. The Director of Training & Programs will participate in the development and implementation of the strategic plan, operations plan and work plans. This position is expected to provide leadership and direction within the organization, with a specific focus on the development and delivery of training and other policy and practice-related support to member programs.

Key Responsibilities:

1. Program/project/ training development, delivery, management and evaluation.
2. Relations with member organizations.
3. Community and Government relations.
4. Program & project coordination.
5. Staff supervision.
6. Operational planning and implementation
7. Administration.

Qualifications:

- ◆ Demonstrated understanding of, and commitment to, preventing violence against women along with a clear understanding of feminist and anti-oppressive analyses of violence against women.
- ◆ Knowledge and experience of the anti-violence/women's services sector. Experience working within or as a support for transition, second stage, safe home or Children Who Witness Abuse programs.
- ◆ Understanding and experience of working for non-profit organizations, including those providing frontline services and/or those providing sectoral support as an umbrella association.
- ◆ Experience in any of the following areas: policy development and analysis, legal and justice issues or curriculum development.



- ◆ Minimum Bachelor's degree in social science, law, human services or related discipline.
- ◆ Minimum of two years of program/project management and training experience with strong supervisory skills.
- ◆ Ability to budget, manage finances and cash flow. Knowledge of non-profit accounting procedures and generally accepted accounting principles for non-profits.
- ◆ Excellent public speaking skills, able to participate in panels at conferences, deliver trainings and speak with key stakeholders, including government and community organizations.
- ◆ Demonstrated ability to develop, implement and evaluate programs and projects.
- ◆ Competent in computer software: Access, Excel, Word, Power Point, Outlook and ability to use online platforms such as Moodle.
- ◆ Excellent writing and communication skills.
- ◆ Ability to work flexible hours is required, the position may require travel and overnight stays.
- ◆ This position would suit a person who is self-motivated, has excellent interpersonal skills, strong analytical and innovative problem-solving skills, a constructive, encouraging attitude and a good sense of humour.

How to apply:

For more information about the organization, please visit our website: <http://www.bcsth.ca/>.

Please email your cover letter and resume to employment@bcsth.ca by 5pm on Friday June 24, 2016.

We would like to thank all applicants for their interest in this position, however only applicants who are shortlisted for interview will be contacted.