



Victim Assistance Worker

Temporary Part Time to March 31 2018 – 12 hrs per week

Position Summary:

To provide practical assistance and justice related information and support services to victims of relationship abuse, sexual assault, child abuse (sexual and physical), elder abuse and criminal harassment.

Qualifications:

Education, training & experience

- Relevant post-secondary education, eg. Social work, criminal justice.
- Two years directly related experience and recent experience working with children, youth and adults in crisis and in the justice system.

Job Skills & Abilities

- Must be capable or working both independently and in a team setting.
- Must have knowledge of sexual abuse, sexual assault, and domestic violence dynamics.

Duties & Responsibilities:

- Conducts client intake by performing duties such as obtaining demographic information, providing information regarding the victim service worker's role and the services offered by the organization, assisting clients in completing intake forms, and explaining issues related to confidentiality.
- Provides emotional support to clients who have been victims of crime through active listening, debriefing and validating client's emotions.
- Assesses clients' needs for other services and provides them with information on organizations and professionals such as community service agencies, counselors, legal aid lawyers, physicians and mental health services. Recommends appropriate services to clients.
- Provides crisis response and intervention as necessary.
- Supports clients' interests and rights by performing duties such as liaising for clients with the police and Crown Counsel, obtaining information about clients' cases including case status.
- Provides information on criminal justice system, reactions to victimization and information to help avoid re-victimization.
- Provides court support services such as explaining court processes and providing court orientation.
- Provides accompaniment and/or transportation to court, police and medical appointments as required.
- Assists clients in completing forms such as Crime Victim Assistance Program Applications and Victim Impact Statements.
- Participates in public education to raise awareness of the CCS SVAP program.
- Consults and liaises with community service agencies to maintain up-to-date information on available resources and develop community relations. Maintains and provides statistics and reports externally and internally regarding service delivery as required.

General:

- Wage rate: as per BCGEU Collective Agreement, Grid Level 11, \$18.66 per hour
- This position requires Union membership.
- This position is open to all persons.
- This position requires successful completion of a criminal record check.
- This position reports to the Family Services Program Director

**Please mention the name of the job position you are applying for in your cover letter.
NO phone calls. Only short listed applicants will be contacted.**

Please submit your cover letter and resume to:

Matthew Lutz, Human Resources Coordinator
Chilliwack Community Services
45938 Wellington Avenue, Chilliwack, BC V2P 2C7
Fax: 604.792.6575 Email: careers@comserv.bc.ca

Closing Date: 12:00 Noon, December 20, 2017