



Box 20193, RPO Towne Centre  
Kelowna, BC V1Y 9H2  
**Administration:** 778-478-7774  
**24-hour Line:** 250-763-1040  
kelownawomensshelter.ca

**Job Title:** PEACE Counsellor  
**Position:** Regular Part-time  
**Location:** Kelowna Transition House  
**Hours of Work:** 11:00 am to 7:00 pm, 30 hrs/wk  
**Shift Schedule:** Sunday to Wednesday  
**Salary Range:** \$32.51/hr to \$39.07/hr

***Do you want to make a difference in the lives of women and children at risk of and/or fleeing domestic abuse?***

Located in the heart of the Okanagan Valley, the Kelowna Women's Shelter is growing as an organization and is looking forward to strengthening existing programming and developing new opportunities to support women and children and break the cycle of domestic abuse. We are currently looking for a part-time (30 hrs/wk) PEACE Counsellor. Come and join us during this exciting time of growth!

**SUMMARY**

The PEACE Counsellor provides psycho educational programming, support, education, and advocacy for children who have witnessed abuse, and emotional and parenting support to parents. Designs and delivers the PEACE program.

**POSITION DUTIES**

- Design, implement, evaluate, and adapt psycho educational support groups and other programming for children who have witnessed abuse, and their parents, in consultation with supervisor.
- Receive referrals of children to the program for individual counselling and/or support groups participation.
- Conduct an intake process that includes assessment of the impacts of abuse on the child, the group readiness of the child, the support needs of the parent who has experienced abuse, and as far as possible, the level of safety/risk to the child.
- Conduct individual counseling sessions for children who are not ready to attend group and when no age appropriate support groups are available.
- Provide children with support and information, and assist them to identify, express and deal with the feelings they have experienced as a result of the abuse.
- Make referrals to other agencies and services when appropriate.
- Maintain related case notes, documents, forms, and statistics, and provide reports to funders and supervisor as required.

- Arrange individual and/or group activities for children appropriate to their age and abilities, to encourage and foster development of self-confidence and self-esteem. This may include crafts, arts, outings, sports, special events and summer, or other seasonal activities or events.
- Prepare and distribute information and/or presentations on the services available to children through the Shelter's PEACE program, and on the issues of abuse.
- Maintain familiarity with legislation, regulations, policies, and best practices related to abuse and child protection.
- Liaise with other service agencies, and professionals, to promote the program, and maintain current knowledge of issues and resources related to abuse and violence.

**Required Qualifications:**

This position requires:

- A bachelor's degree in a related human/social service field, and two years of recent related experience, or an equivalent combination of education, training, and experience.
- Standard First Aid Certificate and CPR level B.
- Satisfactory Criminal Record Check.

**Required Abilities:**

- A good working knowledge of family violence and its impacts and of relevant community resources.
- The ability to provide service in a respectful, empathetic, and family-centered manner while maintaining appropriate personal and professional boundaries.
- The ability to work independently and in a self-directing manner as well as the ability to work in a cooperative and collaborative manner with Transition & Second Stage Housing staff and other community agencies.
- The ability to maintain necessary records and documentation, and to engage in the evaluation of the program and services.

This position requires Union membership.

If you are interested in applying for this position, please email resume and cover letter to: [careers@kelownawomensshelter.ca](mailto:careers@kelownawomensshelter.ca)

This posting will remain open until a suitable candidate is found.

We thank all those who express interest in this opportunity however only those short-listed will be contacted.