

JOB DESCRIPTION

Counsellor

Department: Hummingbird

Updated:

Union: Professional Technical: MAHCP

As a member of the Sexual Assault Program, this position provides individual and group counselling to clients who have experienced sexual assault or other forms of sexual violence. Services are offered to both survivors of sexual trauma as well as individuals who may be impacted by the sexual assault of a loved one. Services are delivered through an empowerment based, trauma-informed lens, and within the broader context of the social determinants of health. The position also supports the work of the Sexual Assault Crisis Program through volunteer training, public education and committee work.

Qualifications

- Undergraduate degree in a relevant social science field; graduate degree in counselling preferred
- Minimum 2 years (full-time) supervised in-person counselling experience
- Experience providing group counselling
- Understanding of empowerment based, trauma-informed principles
- Comprehensive knowledge of gender based and sexual violence and experience counselling people through the trauma recovery process
- Understanding of the social systems that intersect with sexual and gender based violence
- Thorough knowledge and clinical experience related to risk assessment, crisis intervention, suicide prevention, domestic abuse, suicide loss, mental health and substance use/addiction
- Understanding of the role of professional self-reflection in the counselling process
- Ability to contribute to a positive team culture
- Excellent interpersonal and communication skills (verbal and written)
- Awareness of and sensitivity to issues of diversity
- Experience providing public education and training

Requirements

- Satisfactory Criminal Record, Child Abuse and Adult Abuse Registry checks
- Registration with relevant professional regulatory association

Responsibilities:

- Provide individual and group counselling to individuals who have experience sexual violence
- Liaise with community resources and service organizations
- Charts appropriately according to Klinik Procedures
- Actively engages in promoting healthy team functioning
- Participates in training courses and in-services offered elsewhere and by Klinik in order to maintain and improve quality of service
- Participates in program planning, evaluation and quality monitoring including completing daily statistics
- Participates in formal self-evaluations by identifying strengths and limitations
- Seeks appropriate supervision/consultation of own actions

- Adheres to all agency policies, protocols and promotes best practice
- Performs other duties and functions related to their job description not exceeding above stated capacities

Practice

- Documents client care in accordance with agency and program standards
- Actively participates in clinical supervision
- Demonstrates clinical competency using a variety of therapeutic modalities
- Attends professional development opportunities to enhance knowledge and skills
- Liaises and consults with external service providers
- Seeks internal and external consultation to assist with complex practice issues
- Ensures high quality clinical care through assessment, planning and regular review of client's goals

Organizational

- Attends program and agency staff meetings
- Attends required Klinik trainings
- Adheres to all Klinik policies and procedures
- Notifies Management Team of concerns or risks as soon as they arise

Communication

- Articulates complex information clearly and concisely in spoken and written formats
- Gives and receives feedback in a constructive and professional manner
- Advocates for a person or cause by adhering to principles of empowerment and collaboration

Teamwork

- Builds and maintains collaborative and respectful working relationships
- Models and actively fosters positive team culture
- Communicates directly and professionally with volunteers and team members across the organization
- Provides expertise, information and support to others
- Follows a constructive and effective process to resolve conflict
- Supports optimal access to service by assisting the Management Team in supporting effective and efficient program workflows

Work Habits

- Ensures accuracy and high standards for work
- Organizes, prioritizes, plans and coordinates own tasks to complete work efficiently
- Demonstrates accountability and follow through on commitments and goals
- Adapts to change and displays openness to new ideas and approaches