



SHELTER COUNSELLOR

Full Time – Contract until March 31, 2023

Under the direction of the Shelter Supervisor, a Shelter Counsellor is responsible for the operation of a 24-hour Emergency Shelter for women and their children who have experienced abuse.

Responsibilities will include:

- Providing supportive counselling, information and referral to appropriate legal, medical and housing services, and other community resources
- Responding appropriately on the telephone crisis line, text messages and walk-ins
- Completion of administrative tasks i.e. record keeping, intake procedures, reports, data entry
- Routine maintenance and security procedures

Qualifications and Core Competencies:

- Post-Secondary Education in the Social Service field or equivalent experience and specialized training
- Registered or eligible for registration with OCSWSSW
- Knowledge of violence against women and children issues, mental health, addictions and homelessness issues
- Feminist / ARAO/ Intersectionality working perspective
- Interpersonal and conflict resolution skills
- Crisis intervention and problem solving skills
- Advanced knowledge of community resources and how to access them
- Strong supportive and non-judgmental listening, empathy and interpersonal skills
- Knowledge of facility management
- Communication and report writing skills
- Organizational skills and the ability to prioritize
- Ability to work both cooperatively as a team member and independently
- Skills in the use of a computer and a client information data base for statistical recording, correspondence and report writing
- Police Vulnerable Sector Check
- Proof of valid Ontario Driver's Licence and automobile insurance
- Proof of COVID-19 vaccination

Hours of Work: A rotating schedule of day, evening, and weekend shifts.

The successful candidate will join a compassionate, caring and forward-thinking team of professionals. Our steadfast feminist and family-first approach guides the work we do. We are committed to ensuring that FTP continues to boast strong staff retention and satisfaction through consistent collaboration, communication, skills and culture development opportunities throughout our organization.

Our commitment to our internal agency values of compassion, respect, inclusion, continuous learning and integrity is unwavering, and we are striving to create a culture rooted in inclusiveness. We are committed to unlearning biases and working towards undoing systemic racism and oppression towards, Black, Indigenous, People of Colour, 2SLGBTQ+ and all marginalized identities.

Safety. Support. Hope. Building healthier communities – one relationship at a time.

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20 Bredin Parkway, Orangeville, Ontario L9W 4Z9 tel 519-942-4122 fax 519-942-8243

www.familytransitionplace.ca Charity BN: 107376378RR0001





We are focused on innovation and enhancement of our services for our clients; we are equally focused on creating a workplace that 'works' for our staff. We are deeply proud of the culture we have developed, and the staff who continue to help us shape it. We'd love to have you join us!

Family Transition Place is dedicated to achieving a workplace that reflects the diversity of the community it serves and welcomes applications from all qualified candidates. We thank all applicants, however, only candidates selected for an interview will be contacted.

Please forward your resume by 4:00pm Monday, September 19, 2022 to:

Email: jobapplication@familytransitionplace.ca

Fax: 519-942-8243

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