



## SHELTER COUNSELLOR 1 Year Contract—Full-time

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 crisis telephone line, text messages and walk-ins
- Completion of administrative tasks (e.g., 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, mental health, addictions and homelessness issues
- Feminist / ARAO/ Intersectionality working perspective
- Interpersonal and conflict resolution skills
- Crisis intervention and problem solving skills
- Strong supportive and non-judgemental listening, empathy and interpersonal skills
- Communication and report writing skills
- Organizational skills and the ability to prioritize
- Ability to work both cooperatively as a team member and independently
- Advanced knowledge of community resources and how to access them
- Skills in the use of a personal computer for word processing
- Knowledge of shelter facility management
- Police Vulnerable Sector Check

**Hours of Work:** A rotating schedule of day, evening, and weekend shifts  
Average 35 hours per week

**Compensation:** \$23.54–\$28.04 per hour

The successful candidate will join a compassionate, caring and forward-thinking team of professionals. Our commitment to our internal agency values of equity, compassion, social responsibility 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. 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 p.m., Thursday, July 6, 2023**

**Email:** [jobapplication@familytransitionplace.ca](mailto:jobapplication@familytransitionplace.ca)

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20 Bredin Parkway, Orangeville, Ontario L9W 4Z9 tel 519-942-4122 fax 519-942-8243  
[www.familytransitionplace.ca](http://www.familytransitionplace.ca) Charity BN: 107376378RR0001

