

# JohnHoward

SOCIETY OF WATERLOO-WELLINGTON

March 13, 2017 **BACK ON TRACK & PARTNER ASSAULT RESPONSE COORDINATOR**  
Internal/External Job Posting

Applications are currently being accepted for a permanent 35 hour/week full-time bargaining unit position as **Back on Track & Partner Assault Response Coordinator**. This position is primarily based in the Kitchener office with some time at our Guelph office and external workshop sites. The position includes working afternoon and evening shifts and Saturdays 8:30 to 4:00 p.m. (excluding holiday weekends). This Coordinator works closely with the relevant Senior Coordinators and reports to the Adult Services Program Manager.

## Responsibilities:

- Conduct Back on Track (BOT) in-person assessments
- Conduct BOT telephone follow-up appointments
- Co-Facilitate treatment groups and education groups for Back on Track
- Co-facilitate Partner Assault Response (PAR) groups and other family violence prevention groups/workshops employing counseling models consistent with a feminist perspective and aimed at reducing violent and controlling behaviors
- Assist participants in the establishment of individual goals and facilitate positive change
- Evaluate and monitor participant behaviours, cognitions, stages of change and motivation in relation to goals and the effects of behaviours on partners, children as well as the participant
- Facilitate individual PAR sessions
- Maintain case files including case management and/or clinical notes
- Prepare all required letters and reports
- Conduct intakes and complete will statements as required
- Follow program standards to maintain safety of group participants, victims and partners
- Attend team meetings and required training
- Other duties as assigned

The following are essential skills, abilities and requirements for this position:

- A Bachelor's degree in a relevant human service field (social work, psychology, nursing or other social or health science field) and addictions specific training combined with three years of experience in providing therapeutic and psycho-educational services for adults
- A Master's degree in the listed field of study and certification as an addictions counsellor combined with three years' experience providing addictions specific programming is preferred
- A thorough knowledge of current domestic assault and addictions treatment modalities, partner abuse, socialization, the dynamics of violence and abuse, power and control and the effects of abuse on women and children
- An understanding of the policies and procedures of local police, Crown attorney's office, courts, probation and parole as they relate to the court process for domestic violence offences
- At least three years adult group facilitation experience
- Experience working with people involved in domestic assault situations and people suffering from mental health issues and drug or alcohol addictions
- An ability to effectively model egalitarian thinking, particularly related to gender equality
- Member in good standing (or eligible for registration) with an appropriate regulatory body (e.g. Ontario College of Social Workers and Social Service Works) preferred

- Current clearance from a criminal records check. Must be able to meet criminal and other offence screening criteria necessary for the Agency to maintain its contracts.
- Demonstrated assessment, client engagement, motivational counselling, group facilitation, non-crisis intervention, adult education and treatment skills
- Computer proficiency in Microsoft Office ® including Outlook, internet searches, database systems
- Proven ability to work independently and as part of a team
- A valid driver's license and a reliable vehicle

**Interested candidates should submit résumés by email in PDF format to [resumes@waterloo.johnhoward.on.ca](mailto:resumes@waterloo.johnhoward.on.ca) by 4:30 p.m. March 24, 2017.**

The job title should be included in the subject line of the email.

*We are an equal opportunity employer. While we thank all applicants, only those invited for an interview will be contacted. If you have a disability and require support during the selection process, you are encouraged to identify your needs if you are selected for an interview.*