



Boys & Girls Clubs
of South Coast BC

JOB POSTING

Family Counselling – Delta

JOB TITLE Coordinator – Family Counselling Team

START DATE May 2018

REPORTS TO

Director – Counselling and Support Services

SUMMARY OF RESPONSIBILITIES

The Coordinator position involves direct service as well as program oversight, with half of the time spent providing therapeutic counselling to families and youth, and the other half providing clinical supervision, direction, support, and day-to-day supervision for the rest of the Family Counselling team. This includes Integrated Youth Services (IYS) Family Counselling, Sexual Abuse Intervention Program (SAIP), and Therapeutic Intervention Services (TIS).

JOB DUTIES

- Coordinates the day-to-day operations of the IYS Family Counselling, SAIP, and TIS programs all funded by MCFD in Delta.
- Provides day-to-day oversight, clinical supervision, and performance management for the staff in these programs.
- Provides family and individual counselling.
- Provides strong team leadership through role modeling, support, and communication with the goal of building effective working relationships.
- Assists with recruitment, interviewing, hiring, training, and orientation of new Family Counsellors.
- Ensures that services are effectively and efficiently delivered in accordance with BGC's mission, the program's mandate, and all BGC policies and procedures.
- Ensures that all contract deliverables are met or exceeded.
- Assists in the development of program annual budgets and monitors and tracks expenses accordingly.
- Ensures that best practices with respect to clients' rights, confidentiality, and quality assurance are maintained by staff at all times.
- Ensures that all program and client records are accurate, maintained, and completed in conformance with BGC's standards.
- Works with the Director to ensure that all reports to funders are completed and submitted in a timely manner.
- Represents BGC in the community and ensures that a good working relationship is maintained with all community and other external stakeholders.
- Other related duties as required.

REQUIREMENTS

- A Master's degree in Counselling, Social Work, or a related field.
- A passion for working with families and youth.
- An overall philosophy that values and respects the wisdom of families and youth.
- Experience leading and supervising a team of counselling professionals.
- Sensitivity towards cultural, religious, and gender-based diversity issues.
- Knowledge of intervention strategies related to substance abuse, mental health issues, suicide prevention, abuse and neglect of children and youth, etc.
- Knowledge of formal counselling and assessment techniques such as solution-focused, cognitive, or expressive therapies used with children, youth, and adults.
- Knowledge of specific community-based programs and related provincial and community support service systems, applicable legislation and policies on issues related to assigned programs and services.
- Excellent communication and interpersonal skills with demonstrated team building abilities.
- Experience in assessment and documentation.
- Computer literate, using a variety of software.
- Clean Criminal Record Check (Vulnerable Sector).
- A valid BC Class 4 driver's license or willingness to obtain within 6 months.
- A clear driver's abstract and use of a reliable vehicle insured for business use (\$2 million liability).
- First Aid and CPR certification.

This is a full-time (37.5 hours per week) salary position with group benefits after six months and pension after one year.

Boys and Girls Clubs of South Coast BC hires on the basis of merit and is strongly committed to equity and diversity within its community. We encourage applications from persons with disabilities, members of visible minorities, Indigenous Peoples, people of all sexual orientations, genders, and ages, and others who may contribute to the further diversification of our organization.

CLOSING DATE

Monday May 7, 2018

HOW TO APPLY

Please email a resume and cover letter to:
Coordinator - Family Counsellor Hiring Committee
ksnowden@bgcbc.ca

Thank you to all persons who apply for this position. Please note that only those selected for interview will be contacted.